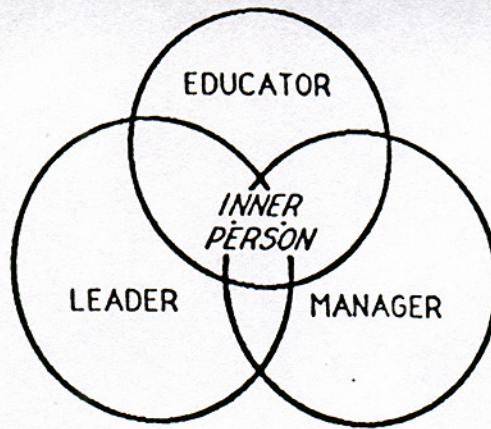


THE ADMINISTRATOR PERSONA



EDUCATOR

- Continues to study and learn
- Reviews research and exemplary programs
- Characterize students
- Develop, implement, and evaluate curriculum and instruction
- Improve school climate
- Organize and improve student services
- Monitor students progress
- Align students characteristics with curriculum, instruction and evaluation

LEADER

- Appraise the present
- Envision the future
- Communicate the vision
- Determine capacity for change
- Plan and implement change
- Deploy self
- Empower staff and community
- Build trust
- Monitor and assess progress
- Show appreciation and celebrate accomplishments
- Take care of the staff, students, and community
- Motivate people and the school community
- Use human skills (interpersonal and group)

MANAGER

- Prepare
- Plan
- Organize
- Manage through recurring systems
- Direct and Carry Out
- Evaluate and Improve

Inner Person Role

- Clarify beliefs on how people learn, social issues, and personal philosophy
- Act ethically and honestly
- Treat people humanely
- Practice good habits of physical and emotional wellness
- Plan for financial security
- Enjoy family and friends
- Read widely
- Participate culturally
- Tap inner resources for strength
- Tolerate an ambiguous world
- Keep a sense of humor and amazement