

## Aspiring Assistant Principal Virtual Seminars

The Office of Leadership Development will offer the following **optional** virtual seminars to support individuals considering applying for an assistant principal position in the HCPSS for the 2021-22 school year.

**Outcomes:** Participants will have the opportunity to:

- Review the assistant principal hiring and interview process.
- Learn how to prepare a cover letter and resume.
- Learn how to prepare for the assistant principal interview.



These seminars will focus on the application process including writing a professional cover letter, completing your resume, and choosing references. They will discuss the hiring timeline, interview process, and interview preparation strategies. Also, each seminar will discuss the role of the assistant principal in the HCPSS as it relates to the HCPSS Strategic Call to Action.

Those interested should choose **one** seminar from the dates/times below and register through Frontline (see instructions below):

**Wednesday, January 6, 2021, from 5:00 - 6:30 p.m.**

**Wednesday, January 6, 2021, from 7:00 - 8:30 p.m.**

**Thursday, January 14, 2021, from 5:00 - 6:30 p.m.**

All seminars will be held via Google Meet. A code to access the Google Meet will be emailed to registrants prior to the seminar.

**For additional questions, please contact Scott Ruehl via email.**

To register, go to the **Staff Hub** and click on the **Frontline** icon  (top, right hand corner). Once logged in, select **Professional Growth**. From the left navigation panel, select **Activity Catalogs > District Catalog**. In the *Search Term(s)* field, type Leadership Development and click the blue **Search** button. Select Leadership Development: Aspiring Assistant Principal Seminars by clicking on the blue title of the event for the date(s) you prefer and select the **Sign Up Now** button at the bottom of the page. If you have any questions regarding registration, please contact Beth Richards via email.