

Educational Leadership

2011-2012

The USM Educational Leadership program facilitates the career goals of education professionals, from classroom teachers who aspire to school leadership to experienced administrators who are pursuing advanced positions at the district level. The program focuses on the preparation of leaders for educational settings that promote equal learning opportunities for all students and prepares graduates to:

- Evaluate research and use it as a tool to improve educational practice.
- Analyze and understand teaching as a science, an art, and a craft, and develop strategies for its improvement.
- Plan, implement, and evaluate programs of instruction that promote learning for all students.
- Establish clear learning standards and multiple forms of assessment of student learning.
- Work effectively as a member of a team and as a developer of teaching and learning
- Demonstrate reflective practice tools, strategies, and habits of mind.
- Use appropriate communication when interacting with the internal and external environments.

PROGRAM OPTIONS

Certificates of Graduate Study

- Assistant Principalship
- Athletic Administration

Master of Science in Education in Educational Leadership

- Curriculum Coordinator
- School Administration
- Special Education Administration

Post-Master's Certificate of Advanced Study in Educational Leadership

Admission applications are accepted on a rolling basis with priority deadlines for intended semester of matriculation.

- By October 15 for Spring Semester
- By March 15 for Summer Semester
- By May 1 for Fall Semester

Some strands require proof of teacher certification.



Getting Started

The Educational Leadership program allows prospective students to take up to six credits of its courses before applying for admission. Please note that successful completion of courses under non-degree ("non-matriculated") student status does not guarantee admission to a graduate program. For a complete listing of transfer course policies, registration instructions, and current USM course offerings and availability, see the Educational Leadership program website.

Educational Leadership
221 Bailey Hall, USM Gorham
(207) 780-5400

kbickford@usm.maine.edu
usm.maine.edu/educational-leadership

Graduate Admissions
39 Exeter St., USM Portland
(207) 780-4386

gradstudies@usm.maine.edu
usm.maine.edu/graduateadmissions



ATHLETIC ADMINISTRATOR CERTIFICATE

This program is designed to prepare students for the responsibilities of the athletic administrator in middle and high schools of Maine. Students who complete the athletic administrator certificate of graduate study will have impressive graduate background in athletic administration, including Introduction to Athletic Administration and Sports Law and Regulation Compliance.

In addition, as part of the Athletic Administrator Certificate program, students will complete the required courses for the Assistant Principal Certificate which qualifies them for a State of Maine assistant principal's certificate. Applicants to the athletic administrator certificate are expected to have two years of teaching experience with the expectation of completing a third year of teaching during USM graduate study. The Maine Department of Education requires three years of teaching experience for administrative certification. Upon completion, students will have also completed a significant part of the coursework for the master's degree or Certificate of Advanced Study in Educational Leadership. Required courses, which can be taken in any sequence, include:

- EDU 670 Introduction to Educational Leadership
- EDU 671 Organizational Behavior
- EDU 678 School Law
- EDU 679 Evaluation and Supervision of School Personnel
- EDU 690 Introduction to Athletic Administration
- EDU 691 Sports Law and Regulation Compliance

ASSISTANT PRINCIPALSHIP CERTIFICATE

This program is designed to meet the state requirements for a Maine assistant principal's certificate and to provide a foundation for graduate work in educational administration. Applicants to the assistant principal certificate of graduate study are expected to have two years of teaching experience with the expectation of completing a third year of teaching during USM graduate study. The Maine Department of Education requires three years of teaching experience for administrative certification. This 12-credit program includes the following courses:

- EDU 670 Introduction to Educational Leadership
- EDU 671 Organizational Behavior
- EDU 678 School Law
- EDU 679 Evaluation and Supervision of School Personnel

At the conclusion of the certificate program, students will have satisfied state requirements for a Maine assistant principal's certificate and will receive a USM certificate of program completion which can be cited on resumes and vitae. Upon completion, students will have also completed a significant part of the coursework for the Master's degree or Certificate of Advanced Study in Educational Leadership.

M.S. ED. IN EDUCATIONAL LEADERSHIP, SCHOOL ADMINISTRATION

This program leads to certification in Maine as a building principal for certified teachers with at least three years of teaching experience. As a result of this program, students will be able to understand the culture of schools, leadership theories, and the impact of the leadership function, assess school climate and culture and develop a positive organizational environment for adult and student learning, understand the politics of decision making and how to make decisions that promote the school-wide agenda for learning, and fulfill the daily operations and management requirements of the principalship or directorship.

Students will also understand legal constraints and precedents which dictate educational policy and practice, be able to supervise and evaluate teacher performance and provide positive mechanisms for the improvement of practice and understand and apply knowledge about adult learning and teacher development.

Suggested courses to begin with include EDU 670 or EDU 671.

Course Requirements (36 credits)

Core Courses (12 credits)

- EDU 600 Research Methods and Techniques
- EDU 603 Analysis of Teaching OR
- EDU 617 Teaching in the Middle Level School
- EDU 604 Curriculum Development OR
- EDU 615 Middle Level Curriculum and Organization
- EDU 605 Teaching, Learning, and Assessment

Specialty Courses (24 credits)

- EDU 670 Introduction to Educational Leadership
- EDU 671 Organizational Behavior
- EDU 678 School Law
- EDU 679 Evaluation and Supervision of School Personnel
- EDU 677 Seminar in School Management
- EDU 685 Internship in School Administration
(three semesters, nine credits)

Curriculum Coordinator (36 credits)

For those who wish to pursue certification as a curriculum coordinator students must take all of the above courses for the school principal, minus the administration internship, and instead take the internship course in curriculum administration.

- EDU 688 Internship in Curriculum Administration
(three semesters, nine credits)

Note: Students interested in gaining certification for the principalship and director of special education or curriculum coordinator may take advantage of a combined internship opportunity. Check with the Educational Leadership program coordinator.

M.S. ED. IN EDUCATIONAL LEADERSHIP, SPECIAL EDUCATION ADMINISTRATION

This program leads to certification in Maine as a director of special education for special education teachers with at least three years of experience. As a result of this program, students will be able to understand the culture of schools, leadership theories, and the impact of the leadership function, assess school climate and culture and develop a positive organizational environment for adult and student learning, understand the politics of decision making and how to make decisions that promote the school-wide agenda for learning and fulfill the daily operations and management requirements of the principalship or directorship.

Students will also understand legal constraints and precedents which dictate educational policy and practice, be able to supervise and evaluate teacher performance and provide positive mechanisms for the improvement of practice and understand and apply knowledge about adult learning and teacher development.

Suggested courses to begin with include EDU 603, SED 682, SED 684.

Course Requirements (36 credits)

- EDU 600 Research Methods and Techniques
- EDU 603 Analysis of Teaching
- SED 618 Programming for Learners with Special Needs
- EDU 671 Organizational Behavior
- EDU 677 Seminar in School Management
- EDU 678 School Law
- EDU 679 Evaluation and Supervision of School Personnel
- SED 682 Special Education Law
- SED 684 Administration in Special Education
- EDU 686 Internship in Special Education Administration (three semesters, nine credits)

POST-MASTER'S CERTIFICATE OF ADVANCED STUDY IN EDUCATIONAL LEADERSHIP

The Post-Master's Certificate of Advanced Study (C.A.S.) in Educational Leadership is designed for practicing educators including teachers, principals, curriculum directors, and superintendents who are interested in pursuing advanced academic work in educational reform and leadership. The C.A.S. is a post-master's program that requires 30 credit hours of graduate coursework including a joint seminar and capstone experience. Students engage in careful reading of research and scholarship, oral and written presentations, and action research.

Upon completion of the program, students will have demonstrated self-assessment and reflective practice tools, skills, and habits of mind, research design and methodological decision-making skills, advanced oral and written communication skills, knowledge of current scholarship in educational reform and leadership, and capacity for connecting theory and practice in posing and solving educational problems.

The program is flexible so that the research interests and professional experiences of students can be accommodated. There are few required courses so that students may design their own concentration. If desired, Maine certification as a superintendent, principal, assistant principal, or curriculum coordinator may also be earned while completing the C.A.S. program.

Course Requirements (30 credits)

Self-Designed Concentration (21-27 credits)

Graduate work may be taken in any existing graduate program within the College of Education and Human Development or USM's Muskie School of Public Service, School of Business, College of Arts and Sciences, or from other institutions, with the approval by the faculty advisor.

Capstone Project (3-9 credits)

Three capstone project options are available:

- EDU 612 Educational Leadership Practicum
- EDU 665 C.A.S. Directed Study
- EDU 685/686/687/688 Internship in Principalship, Curriculum, Administration, Special Education Administration, or Superintendency

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