

Application materials are due **Oct 2, 2023 by 11:59pm AZ.**



Education Leadership Fellowship for Teach For America Alumni Application and Selection Process

Context

At Teach for America Phoenix we have a goal that **by 2030, twice as many children in communities where we work will enroll in college**, indicating they are on a path to economic mobility and co-creating a future filled with possibility. We understand that a critical role alumni play is supporting and pursuing this goal as successful school leaders. The Teach For America Phoenix team works with Arizona State University to retain alumni in Arizona and attract alumni from other regions to meet our mutual goal of training exceptional educators to take on leadership roles in Arizona schools.

ASU has committed to offering five Teach For America alumni fully-paid fellowships* for 36 credit hours of graduate-level school leadership coursework in the Mary Lou Fulton Teachers College. This application is the process for selecting those five fellows to begin their program in the summer of 2024. You can learn more about the [Educational Leadership, MEd.](#)

Requirements: If you are unsure about your ability to meet the requirements, please reach out to [Carminia Muñoz](#).

1. Currently a TFA alumni
2. Minimum of 3 years of full time teaching experience.
3. Currently working within a school system (district or charter)

Application Process for Fellowship Candidates

1. **ASAP:** Complete [“Intent to apply” form](#) to ensure you receive timely and most updated communications about the process.
2. **September 14 @ 5pm:** Join us for the virtual Applicant Information Session to learn more about the Masters program and ask questions to ASU professors and former fellows. [RSVP here](#).
3. **<Application deadline> By October 2nd:** Candidates submit all fellowship application materials to Carminia.Munoz@teachforamerica.org. Application materials **include resume, letter of intent, school-based scenarios responses and two letters of recommendation**.
4. **Week of October 9th :** Selection committee reviews applications and selects up to ten finalists to interview.
5. **November 2nd and 3rd:** Selection committee conducts 20-minute interviews with each of the finalists. You will only need to be available for one of the two interview days, which will be scheduled once finalists are selected.
The selection committee will include representatives from Arizona State University, Teach For America, and current or recent school administrators.
6. **Early November:** From the group of finalists selected, five candidates are notified that they have been selected to receive the award.

* The tuition amount paid is based on in-state tuition rates. Alumni who do not qualify for in-state tuition would need to pay the difference in the amounts.

APPLICATION MATERIALS AND SUBMISSION GUIDELINES

1. RESUME

Please include a copy of your most recent resume.

2. LETTER OF INTENT

Compose one letter of intent.

Letter of intent: Please explain why you want to become a school leader in Arizona, including links between your personal and professional goals. What is your vision for the change you want to make? How do you envision the [Educational Leadership program at Arizona State University](#) helping you pursue that? (No more than 750 words)

3. SCHOOL-BASED SCENARIO RESPONSES

Please answer all three of the following scenarios. Your responses should be in paragraph form, and adhere to the maximum word limits indicated. Please label each response separately (Scenario #1, Scenario #2, Scenario #3) and ensure your first and last name appear at the top of each submitted page.

We are interested in seeing your thoughtful responses to the scenarios. In your responses:

- consider how [Teach For America's core values](#) are reflected
- ground in your own experiences, where applicable
- balance students, families, and teachers as critical stakeholders
- ground in purpose and why of your decisions

Scenario #1: Lesson Plans

You are the new principal for a school that experienced high teacher turnover last year. Your staff is composed of 3 veteran teachers and 12 new teachers. During beginning of year orientation, one of the veteran teachers informs you that the previous two school leaders did not require submission of lesson plans. They let you know that they think it is unrealistic to submit lesson plans on top of all of their other duties and responsibilities and ask if you would consider changing the expectation for the veteran staff members. How would you respond to this situation? What steps would you take? Who would you involve and why? Explain your answer (No more than 500 words).

Scenario #2: Disciplinary Actions

During a mid-year meeting with your leadership team, it was brought to your attention that two teachers were responsible for 50% of the behavior referrals submitted to the office last month. Upon further review you learn that a disproportionate number of these referrals are for African-American male students, while your school has a predominantly non-Black, Latinx population. You decide to meet with the teachers to discuss your findings. During the meeting one of the teachers says, "Kids like that don't care about school and it is not my job to make them want to learn. I've already called their parents, given them detention and sent them to the office, but nothing has changed. You don't support your teachers, you just let these kids sit up and hang out but they never receive a real punishment." How would you respond to this situation? What steps would you take? Who would you involve and why? Explain your answer (No more than 500 words).

Scenario 3: Parent Concern

A parent comes to see you early in the school year asking to have their child moved to a different class. "Her class is always rowdy and that teacher doesn't have control of the classroom. It's no wonder my daughter can't learn. Her reading growth was huge last year and this year it's barely moving. I don't think she cares enough about my daughter and she should be with a different teacher who understands her and can relate to her better." How would you respond to this situation? What steps would you take? Who would you involve and why? (No more than 500 words)

4) LETTERS OF RECOMMENDATION

Two letters of recommendation must be submitted on behalf of each candidate directly to Carminia Muñoz from the recommender. If you would like any support on how to request these letters of recommendation please reach out to Carminia asap.

1. Recommendation letters should speak to the applicant's potential as an aspiring future principal and include thoughts about accomplishments, characteristics, and any additional helpful or relevant context the selection committee should know in making its final decisions.
2. We strongly encourage one recommendation to be submitted by the applicant's current principal or equivalent-level supervisor.
3. Recommendations must be submitted to Carminia via email
4. Recommendations must be RECEIVED directly from the recommender on or before the deadline. Applicants will be notified within 48 hours once their recommendations have been received.

SUBMISSION DIRECTIONS

All materials must be submitted to Carminia Muñoz via email at carminia.munoz@teachforamerica.org in ONE pdf document, and must be received on or before the deadline date of October 2, 2023 at 11:59 PM (Arizona time).

To submit:

1. Label each page of your application with your first and last name.
2. Scan or save your resume, letter of intent, and school-based scenario responses into one (1) .pdf document. The file name should include your first and last name. Click [here](#) if you need help converting a Word doc to a PDF.
3. Email your complete application to Carminia Muñoz at carminia.munoz@teachforamerica.org on or before the deadline.
4. Ensure your two recommendation letters have been submitted directly to Carminia Muñoz by your recommender.

For any additional information, please contact Carminia Muñoz via email at carminia.munoz@teachforamerica.org