

AISGW LEADERSHIP INITIATIVE

Advancing Women's Impact in Independent Schools

2022-2023 SYLLABUS

Program Overview

The *Leadership Initiative for Women* promotes the advancement of women in independent school leadership roles. Participants in this second annual cohort will engage with experienced educational leaders to explore pathways to expand their leadership potential and impact in independent schools. The program will facilitate their leadership development through sponsorship and mentorship from independent school leaders in the greater Washington, D.C. area.

The cohort will meet nine times throughout the duration of the program. A group of faculty advisors will serve as experts and contacts to guide cohort members as they progress. Participants will be responsible for full participation and attendance at each session, completing reading, research and reflection between sessions as assigned, and engaging in independent work related to school leadership.

THE FACULTY

The Faculty Advisory Group of the *AISGW Leadership Initiative for Women* includes the following school leaders:

- *Kathleen O'Neill Jamieson, former Head of School, National Cathedral School (2003-2019), Director and Lead Faculty Advisor*
- Kirsten Adams, Head of School, St. Stephen's and St. Agnes School
- Angela Garcia, Head of School, Friends Community School
- John Kowalik, Head of School, Potomac School (on sabbatical, spring 2023)
- Donna Lindner, Head of School, Lowell School
- Russell Shaw, Head of School, Georgetown Day School
- Lori Strauss, Head of School, The Field School
- Marjo Talbott, Head of School, Maret School

Throughout the course of the program, the faculty advisors will be joined by local and national experts on independent schools and executive leadership. AISGW Executive Director Amy McNamer, and Lynn Duffy Maloney, Director of Programs and Member Initiatives, administer the program and support faculty and program participants.

TOPICS AND SCHEDULE

The cohort will meet as a group for nine sessions from November through April. Please note the variable timing of sessions, with a full morning session to launch in November and an extended late afternoon session to conclude in April. In addition to these scheduled meetings, cohort members will meet occasionally with their sponsors/faculty advisors via ZOOM or in-person and engage in directed assignments in advance of certain sessions.

Session I: *Welcome to the Leadership Initiative for Women!*

November 18, 2022, 9:00 a.m. -1:00 p.m. (includes lunch), Georgetown Visitation

This mini-retreat will bring together the 2022-2023 Women's Leadership Initiative cohort for introductions and initial guidance from the faculty advisors. In advance of this first meeting, cohort members will be assigned sponsors who will introduce them to aspects of school leadership and will be invited to share information about themselves as a collective via a survey circulated in advance.

During our time together in this opening session, we'll focus on getting to know each other. Through panel discussions, Q&A and other interactive exercises, the advisory faculty will share stories from the field, discuss pathways to leadership and offer perspectives on the career trajectories of women in schools. Faculty will share their experiences of moving into leadership roles in complex school communities. Participants will introduce themselves and engage in activities to launch a supportive cohort while exercising communication and leadership skills.

Session II: *Leading a Thriving School Culture*

December 7, 2022, 4:00-6:00 p.m., The Langley School

AISGW heads, trustees, and participants will explore the multi-layered responsibilities of school leadership. Led by St. Stephen's and St. Agnes head of school Kirsten Adams, discussion will include the expanded responsibilities of vision-setting, supervision, delegation, and assessment of progress toward goals. School governance and constituent relations topics will be addressed, including the Board's role, alumni relations, and parent and student engagement in school life. Faculty will offer guidance as participants consider issues of school culture and the head's role in leading various stakeholders, projects, and transitions.

Session III: *Envisioning the Impact of Your Leadership*

January 11, 2023, 4:00-6:00 p.m., Georgetown Prep

Leadership Educator and Coach Kate Ebner of The Nebo Company will offer a dynamic workshop-style session on how to visualize your career trajectory and set meaningful professional development goals. She will guide cohort members in creating a personal vision and will share a leadership development planning framework to help participants turn that vision into action by identifying motivating, concrete, near-term next steps.

Session IV: Advisory-Led Roundtables: Creating a Professional Network; Women of Color in Conversation; Enjoy a Thriving Family and Career

January 25, 2023, 4:00-6:00 p.m., Via ZOOM

Participants will engage in multiple and varied discussion groups on important topics of persistent interest to aspiring women leaders including developing a professional network, leading schools as a woman of color, and enjoying a thriving family and career. Discussions will be in roundtable format and will be led by members of the advisory faculty.

Session V: Communicating Your Story

February 15, 2023, 4:00-6:00 p.m., Stone Ridge School of the Sacred Heart

Nothing is more important than knowing your story and telling it effectively. Experienced executive search professionals Deborah Reed of Resource Group 175 and Keight Tucker Kennedy of Isaacson Miller, will share best practices to communicate your expertise and leadership qualities during the search process. They will advise on developing your portfolio, the latest research on leadership development, and building a successful professional network.

Session VI: Envisioning Your Leadership, Part 2

March 1, 2023, 4:00-6:00 p.m., via ZOOM

Kate Ebner returns via ZOOM! The session will offer guidance and feedback as participants develop plans for the future and practice leadership habits for supporting others and driving progress at their schools, all while taking care of themselves and others.

Session VII: Case Studies A Primer for School Leaders on Crisis Communications and Legal Matters

March 15, 2023, 4:00-6:00 p.m., Georgetown Day School

Add value to your current and future positions with ongoing training and responsibility in key areas related to the well-being of your school community and the relevance of the institution. Attorney Caryn Pass, Venable LLP and independent school communications expert Chris Lukach, CEO of AKCG Public Relations Counselors, will offer their perspective on critical communication and legal issues facing school leaders today. Peer group case study and coaching for development in these areas will support participants' professional growth. Resources for professional growth and an opportunity for Q&A will be offered.

Session VIII: Budget Meets Mission: Independent School Finance and Fundraising

April 12, 2023, 4:00-6:00 p.m., Lowell School

Leaders in the fields of independent school finance and fundraising will offer guidance on the pillars of financial, operational, and fundraising success unique to independent schools. This session, led by Jennifer Hillen of the National Business Officers' Association (NBOA), and Ann Snyder from the Council for the Advancement of Secondary Schools (CASE), will foster

understanding of the school business model and focus on stewardship of school resources, leadership team collaboration, and strategic action to ensure the long-term viability of the school. *Participants will interview senior finance and development officers in advance of this session.*

Session IX: Concluding Roundtable and Reception

April 26, 2023, 4:00-6:30 p.m. (note extended time), The Field School

Faculty and participants will gather for final reflections on the *AISGW Leadership Initiative* experience. This session will allow for a dynamic discussion of individual leadership plans and initiatives and the opportunity to give and get feedback. Advisory faculty and cohort members will leave with a shared commitment to professional goals. The session will end with a celebratory reception.