

## THE SELECTION PROCESS

- A. The documents submitted for each nominee will be evaluated quantitatively and qualitatively.
- B. Individuals will be short-listed after which, selected candidates from each Region will be interviewed.
- C. These candidates will be asked to write a proposal outlining:
  - The candidate's concept of the roles and responsibilities of the Principal of the Year and how the 'Principal of the Year' will assist in the development of education in Jamaica. No more than 500 words.
- D. In addition to the top award of "Principal of the Year," sectional prizes will be awarded to the Most Outstanding Principals in each Region.

## Mr. O'Neil Ankle

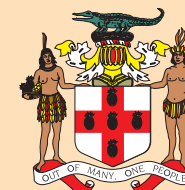


### Principal of the Year 2007/2008

(Green Park Primary &  
Junior High School)

#### For further information please call:

- Dr. Mary Campbell or Ms. Coleen Clarke –  
**Professional Development Unit - Tel: 948-2652**
  
- The Community Relations Education Officer  
at any of the Regional Office
  - Region 1: 922-1400-9
  - Region 2: 993-5603/ 993-5724-5
  - Region 3: 975-2716/ 917-8442
  - Region 4: 953-6929-30/ 684-9942-3/ 953-6928
  - Region 5: 962-1753/ 962-7098/ 625-2219
  - Region 6: 983-1654-5/ 983-1984
  
- Ms. Lisa Chin or Mrs. Renee Dixon-Rose -  
**Lasco Distributors Limited -Tel: 749-5272**



The Ministry of  
Education

# PRINCIPAL

of the  
Year  
Award  
2008/9



## Awarding excellence in LEADERSHIP

An effective school is dependent upon the quality of leadership provided. The Principal should possess special talents and abilities to articulate a clear shared-vision for the school community, unite staff and facilitate the realisation of the vision.

**The Principal of the Year will  
exemplify these qualities.  
Is this your Principal?**

**NOMINATE Him / Her NOW!!!**

*Every Child Can Learn  
Every Child Must Learn*

## BACKGROUND

The Principal of the Year Award complements the Teacher of the Year Award. This award is in its third year, and is another representation of the partnership between the Ministry of Education and the LASCO Group.

## OBJECTIVE

The purpose of this award is to give recognition to principals who exemplify the highest standards of professionalism, through outstanding and creative leadership.

## Nomination Process

1. Collect nomination and evaluation forms from your Regional Office or the Professional Development Unit at the Ministry of Education. Nomination and evaluation forms will also be available on the Ministry's and Lasco's website [www.moe.gov.jm](http://www.moe.gov.jm) and [www.lascojamaica.com](http://www.lascojamaica.com) respectively
2. The following persons are permitted to nominate principals
  - a. Any principal can nominate him/her self
  - b. Teaching Colleagues
3. In order to qualify, the nomination forms must be completed and submitted with the following documents:
  - a. Evaluation forms completed by three teachers
  - b. A copy of the principal's performance appraisal.
  - c. A short typed resume showing educational qualifications, teaching experiences, activities and achievements **MUST** be provided.

## 4. NOMINATION DAY NOVEMBER 12, 2008

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### NOTE:

- Nomination forms are to be submitted to the Regional Office by Friday November 14, 2008.
  - Candidates must submit the required documents to the Regional Office by Friday November 28, 2008. Evidence must be provided through portfolios including documentation of best practices
  - Many individuals potentially deserve the Principal of the Year Award, therefore, past recipients will NOT be considered
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## PRINCIPAL OF THE YEAR AWARD SELECTION CRITERIA

Candidates will be judged on the following criteria:

### 1. Employment Status

- Be permanently employed
- Be a principal for at least 3 years

### 2. Visionary Leadership

- Provide creative leadership that inspire all stakeholders to achieve and contribute to the school community.

### 3. Instructional Leadership

- Demonstrate a planned approach to teaching and learning.

### 4. Commitment to Education

- Be involved in programmes which meet the academic and social needs of students.
- Contribute meaningfully to the enhancement of the institution.

### 5. Professional Development

- Be active in a professional organization.
- Participate in professional development activities.

### 6. Community Involvement

- Illustrate community involvement e.g. Civic Groups, Church, Outreach and Non-Government Organizations (NGOs).

### 7. Communication Skills

- Demonstrate language flexibility, i.e. ability to effectively communicate ideas to various audiences.
- Organize and present oral and written information in a clear and effective manner.

### 8. Scholarly work

- Present published or unpublished works.