

# Excellence For Learning™



## Administrator Version

### **Excellence For Learning™ – Administrator Version**

Quality education is no accident. It is the combined effort of teachers, administrators, parents, community members and of course, students. When all are working together in harmony, goals and objectives are easily reached and the results are rewarding. However, when conflict arises within the group, the overall goal of providing an optimal educational experience for students is compromised.

The role of the administrator is vital as she/he is responsible for every aspect of facilities management, personnel leadership, public relations, curriculum accountability and student safety and education. The variety of “hats” that are worn by the administrator requires her/him to be flexible and requires adaptive behavioral tendencies. It is often assumed that when a group is working in the same school, that group is a “team.” A team is a collection of people with different personal goals and objectives, behavioral styles, motivations and performance needs. How they interact to achieve the team’s common goals is vital information for the administrator’s success.

The ADMINISTRATOR  
VERSION of the EXCELLENCE

FOR LEARNING series of software products is specifically designed with the administrator in mind. Application of the information provided will allow the administrator to develop a “team,” and benefit from his/her “team.”

### **Excellence For Learning™ – Administrator Version Objectives:**

- To increase an individual’s awareness of his/her natural behavioral characteristics.
- To help the individual understand and appreciate the different styles of behavior and how each could contribute to the team.
- To target characteristics that move the individual from a “manager” of people to a “leader” of people.
- To heighten the individual’s awareness of the value that he/she brings to the school system.
- To provide information that will allow the individual to get improved results from others.

### **Excellence For Learning™ – Administrator Version Applications:**

*To gain the most benefit from the ADMINISTRATOR VERSION Report, the following steps should be taken:*

1. Read the report highlighting the areas that best describe you and cross through those areas with which you disagree.
2. Ask a “significant other” (spouse, colleague, friend) to read and discuss your report with you. Ask him/her which items he/she agrees or disagrees with and why.
3. Share the report with the person to whom you report and discuss how the information on the report supports the current job requirements.
4. Meet with other administrators and principals and read each others’ reports, highlighting the value each brings to the school system.
5. Share the report with teachers and other staff members at your school.

### **BOTTOM LINE**

The EFL reports are the key to increasing the overall effectiveness of your professional and personal growth. Using the EFL reports will enhance self-awareness and encourage positive communication. The result is success for you and others!

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