

NAESP NATIONAL OUTSTANDING ASSISTANT PRINCIPAL[®] PROGRAM

A Program to Honor Assistant Principals in
Elementary and Middle-Level School Leadership

Information and Criteria Packet



~ PROGRAM BACKGROUND ~

The National Association of Elementary School Principals is committed to preparing assistant principals to step into the principal role. Recognition for the exceptional leadership of the men and women who are responsible for the day-to-day operations of pre-K–8 schools instills pride in their accomplishments and reinforces their leadership in helping children develop a lifelong love of learning.

~ CRITERIA ~

- Applicant must be a member of the National Association of Elementary School Principals at the time of nomination and must maintain membership through their recognition event.
- Applicant must be an active assistant principal at the time of nomination.
- Applicant must be an active assistant principal for at least two years.
- Applicant must contribute to the well-being of the educational community.
- Applicant must contribute to a positive and motivating environment for others.
- Applicant must have a strong record of service (in both school and community) and be recognized as a leader.
- Applicant must exhibit exceptional leadership in a particular school program and/or is heavily involved in finding a solution to a problem faced by the school.

~ PROCESS ~

Public and Private school elementary and middle-level assistant principals apply for the award via their state association. Winners will be awarded complimentary registration to NAESP's Pre-K–8 Principals Conference and will be honored during the event.

The NOAP program will begin in September and all applications must be submitted to NAESP the following March. To be eligible for this program, applicants must complete the NAESP application and return it to their state affiliate in a timeline established by the state affiliate. **All selected awardees must submit a labeled professional, digital, photograph (a "headshot" with a plain, color background) at 300 dpi to state affiliates once he/she is named.** A roster of honorees will be featured on the NAESP web site.

PLEASE NOTE

Elementary school NOAP candidates must be assistant principals of schools with students in either grades pre-K, K, 1, 2, 3, or 4, though older students may attend as well.

Middle level school NOAP candidates must be assistant principals of schools with students in grades 4, 5, 6, 7, and/or 8 only.

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APPLICATION COMPONENTS

- **Contact Information:** School and Home.
- **Professional Information:** Experience, Education, Activities, Awards, Honors, Community Service.
- **Significant Accomplishments as an Assistant Principal:** Top two.
- **Best Practices:** Applications of change at your school during your tenure that have shown positive results/outcomes.
- **Letters of Reference:** Four total, from: the nominee's supervisor, a fellow administrator, a teacher, and a parent or civic/community leader.