

David Mallery presents

the administrator's life



Noon Wednesday, January 27, 2010, through Noon Friday, January 29, 2010 (tentative)
ACE Conference Center, 800 Ridge Pike, Lafayette Hill, Pennsylvania 19444

a seminar for

- *Division heads of Upper, Middle and Lower Schools*
- *Deans of Faculty*
- *Deans of Students*
- *Academic Deans*
- *Department Heads*
- *Admissions Officers*
 - *Counselors*
- *Athletic Directors,*
 - *Coaches*
 - *Classroom Teachers with administrative responsibilities*

This is a seminar for anyone who has administrative responsibilities in your school. It is about...

- ✓ Using your talents and energies in ways and settings that allow you to flourish as yourself, as part of the team, the school
- ✓ Being a “teacher” of young people and of adults in whatever stages of life
- ✓ Being, willy-nilly, a counselor
- ✓ Responding to people’s pain, need, joy, confidence, suspicion, trust, mistrust, anger, health, pathology, generosity, self-absorption, tendency to delight you, hassle you, drive you crazy



- ✓ Making choices about your career: what emphasis, roles, places, tasks, opportunities
- ✓ Handling isolation, conscience, overwork, caring till it’s too much, limits and knowing them, possibilities and pursuing them
- ✓ Unscrambling some of those words and images that can lock us in: “up the ladder...” “Lateral move...” “feeling stuck...” “go back to ...” “go forward to ..” “grow...”

“challenge...” “management...” “just a...” “still doing this...”

- ✓ Figuring out your role(s) to all those people and groups in your professional and personal life
- ✓ Living a life that includes interesting, engaging work and the personal fulfillment you seek beyond career.

During the 2 1/2 days of the seminar, participants will have the chance to reflect, share, plan, explore, hear others’ news and strategies and offer their own. There will be opportunity for specific planning based on participants special interests and hopes.

The Seminar will be led by **David Mallery**, consultant to schools in the U.S. and abroad.

The Seminar Staff will include **The Rev. Paula Lawrence Wehmiller**, teacher, administrator, consultant, sojourner, visiting scholar and presence in schools across the U.S., and **Dr. Robert Evans**, psychologist, and the Director of The Human Relations Service in Wellesley, MA. A former high school and preschool teacher, he consults to schools nationwide. His area of special interest is the implementation of school change and resistance to it. His book on this topic, *The Human Side of School Change*, was published by Jossey-Bass in October ’96. His book, *Family Matters: How Schools Can Cope with the Crisis in Childrearing*, was published by Josey-Bass in 2004. Dr. Evans is a graduate of the Germantown Friends School and received his A.B. from Princeton University and his doctorate from Harvard University.

david mallery seminars

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Seminar Program

Wednesday, January 27, 2010

10:00 AM-12:00 NOON: **Arrival at the ACE Center**, registration, settle into rooms, meet other participants, start conversations.

12:00 noon: Lunch.

1:30 PM: **Opening Session: *A Close Look at How It's Going and What It's Like for Me***: Sharing experiences, reflections, discoveries, how-we-



got-here, problems, resolutions, joys, memories, convictions, hopes. An exploratory opening session with the participants and *David Mallery*.

5:00 PM: Social hour.

5:30 PM: Dinner.

7:00 PM: **Screening of feature film: *The Search for Bobby Fischer* (1993)**. A provocative, evocative film about a genius kid, and chess is the area of his genius. There is fascinating stuff about his teachers, official and unofficial, his parents, his friends, his competitors, and about the whole issue of competition among hugely talented persons and those who love them, hang around them, promote them, exploit them. In the midst of it all is a delightful kid, charmed and delighted by his talent, suddenly caught up in a whirlwind of excitement and hysteria that puzzles and dismays him. His ways of dealing with all this, and the "education" of his parents, his chess teacher, his street-wise, sought-out chess coach, are played out with real perception, astuteness and freedom from the usual stereotyping.

10:00 PM: Evening is adjourned

Thursday, January 28, 2010

7:00 AM: Breakfast.

8:30 AM: **To Lead or Not to Lead? and, With the Heart or the Head?** School leadership has almost always been a complex, ambivalent role, and never more than now, a time when effective leadership has never been more crucial, but when turnover among administrators is accelerating. For most who are in administrative roles and who consider going higher up, there are two questions: Can I do it? and, Is It Worth It? This sessions will examine five key dilemmas all leaders face and will outline an approach to leading that draws on one's native strengths rather than on a list of techniques. It will help participants identify their own core commitments and ways to use these both in their current role or in other roles they may assume.

Robert Evans and the Seminar Participants.

11:15 AM: Session Adjourns.

11:30 AM Lunch

12:30 PM: **Strategy building Session:** Development of a specific plan for carrying out back at school: each participant chooses a plan, question,



program, curriculum move, counseling effort, organizational change, personal life-planning design, to work on alone, uninterrupted, for a half hour. In that half hour, each person lists actual steps, strategies, next moves, which seem appropriate and promising to bring the plan or way-of-proceeding into action. Then the group reassembles, and we go into conversation teams of four people. In these sessions, each member has fifteen minutes to be "on,"

to explain the situation, proposal, plan, to the other three colleagues, to be heard out, to get a sympathetic ear, to receive questions, suggestions, ideas, helpful encouragement, so that at the end of the fifteen minutes, the person has a longer list of possible strategies than the list he or she started with at the beginning of the fifteen minutes. Then the next person in the foursome is "on," then the next, then the next...



The conversation groups can not only be useful to the four members but can, over the coming weeks and months, provide, by mail, phone and possible visits, ongoing support, planning, sharing what may be of real value.

David Mallery and the Seminar Participants.

3:30 PM: End of Session. Free Time.

5:00 PM: Social Hour.

5:30 PM: Dinner.

6:45 PM: **Wrestling with Angels:** The struggles we have, seen as messages about what we really need to be doing... Our own talents, characteristics, strengths, styles, stories... Ways people gravitate to each other, or spin off from each other, in a community... What "opposite" people can teach us... Finding, listening to our own best wisdom.

The Rev. Paula Lawrence Wehmiller

10:30 PM: Evening is adjourned (note late adjournment for Thursday evening)

Friday, January 29, 2010

7:30 AM: Breakfast.

8:30 AM: **The Administrator in Action as Problem-Solver:** A look at people-problems in schools, and ways the administrator can be helpful, being a bridge, a negotiator, a bringer-together, a “furtherer” in making relationships work better: student-student, student-teacher, teacher-teacher, teacher-administrator, faculty-parents, faculty-trustee, “everybody”-head of school. The focus will be on enactments, actual situations, challenges, encounters

between persons in a school, examples provided by the participants and worked on together.

10:45 AM: Coffee Break.

11:00 AM: We gather for the final session: a look at resolves, hopes, a vision of the career, the journey, the view of the past, the present, the future, and a gearing up for Monday and Tuesday...

The participants and David Mallery.

12:00 noon: Adjournment. Lunch available for those wishing it.

Seminar Leaders



Robert Evans

Robert Evans is Executive Director of Human Relations Service in Wellesley, MA. His research has focused on change in schools and on changes in the family and in the home-school relationship. He is the author of *Family Matters: How Schools Can Cope with The Crisis in Childrearing*, and *The Human Side of School Change*.



Paula Lawrence Wehmiller

The Rev. Paula Lawrence Wehmiller, is an Episcopal priest, teacher, administrator, consultant, sojourner, visiting scholar and presence in schools across the U.S. She is author of *A Gathering of Gifts*, published by Church Publishing Company.



David Mallery

David Mallery an independent consultant to schools who has been organizing seminars for teachers, school heads, and school administrators since the early 1960s. He developed the well-respected Westtown Seminar on teaching, which is now in its 45th year.

Travel Information

Date and Time: Wednesday, January 27, 2010, arrival 10: AM–12 noon. Session starts at noon with lunch. Adjournment will be at 1:00 PM Friday, January 29, 2010.

Important Note: *Please apply for this seminar only if you can arrive on time and stay the full span of the seminar. We build this seminar together and develop it together, start to finish. There should be no question of someone not being there to start the process, or leaving early, as each person’s active part in creating the seminar’s content and tone is crucial. That is really the point and meaning of the seminar.*

Assume 1 hour to get by cab from Philadelphia airport to the ACE Center, and the same from the ACE Center to the airport at the end. The cab drive from 30th Street Railroad Station in Philadelphia to ACE is about 45 minutes, and the same for the return. Please try to plan plane arrivals in Philadelphia not later than 10:30 AM., Wednesday, or departures not earlier than 3 PM., Friday. International and West Coast people are encouraged to come in Tuesday evening to the Conference Center. Additional cost: 150.00. We will send information on cab pool arrangements, as well as directions for those driving their cars.

Place: ACE Conference Center, 800 Ridge Pike, Lafayette Hill, PA 19444.

Cost to the School: \$1,150.00 for overnight participants. \$1,050.00 for day-only participants. Early arrival \$150.00. Single room request \$150.00.

Please respond as early as possible. Space is limited at the ACE Center.

Our Seminars



The Experienced Pro

A National Seminar for Ace Teachers

A gathering for the school’s stars—a chance to come together with fellow Experienced Pros to reflect, explore, and share news and ideas.

For more information go to
www.davidseminars.com/experienced_pro/

the administrator’s life

This is a seminar for anyone who has administrative responsibilities in your school. It is about using your talents and energies in ways that allow you to flourish as yourself and as part of your school.

For more information go to
www.davidseminars.com/adminlife/



A set of vigorous, practical, explorative experiences for people in the first five years of their teaching careers.

For more information go to
www.davidseminars.com/first_five_years/

Faculty Days

Led by David Mallery, experienced seminar leader for programs for teachers, administrators, trustees and parents, and consultant to schools around the U.S. and to international schools in Europe and the Far East.

This will be a day of reflection, of celebration, honoring teachers at this school and the profession of teaching. There is much to celebrate: the richness they bring to the school; the talent and spirit alive in the faculty and the school’s history; and their resolve, as individuals and as a school, to make their professional and personal journey soar and the school continue to flourish.

In this celebration time, we will be together as a total group and in small, short conversations of two and three people, then coming together to share finds, then moving forward with different partners...on through a day of conversation, reflection, collegueship.

There will be no lecture of exhortations from “outside.” The richness, the subject matter of the day will be the abundance of experiences, talents, shared visions alive and vibrant in the gathered faculty.

For more information go to
www.davidseminars.com/faculty_days/

seminar registration

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Noon Wednesday, January 27, 2010, through Noon Friday, January 29, 2010 (tentative)
ACE Conference Center, 800 Ridge Pike, Lafayette Hill, Pennsylvania 19444

The Administrator's Life seminar will be held Wednesday, January 27, 2010, 12:00 noon through Friday, January 29, 2010 at 12:00 noon at ACE Conference Center, Lafayette Hill, PA 19444, 610-825-8000. David Mallery's Office: 215-242-0731.

Important Note: Only those who can do the full span of the seminar, from noon Wednesday to noon on Friday, should sign on.

Please make checks payable to David Mallery Seminars and mail with this return sheet to his office:

David Mallery Seminars
9006 Crefeld St.
Philadelphia, PA 19118

Name (Mr/Ms)	Role(s) in the school	e-mail	Overnight @ ACE		Early Arrival Tuesday (\$150.00)	
			Yes	No	Yes	No

Signed: _____

School: _____

School Address _____

School Phone: _____

e-mail: _____

Cost to the School: \$1,150.00.00 per person overnight (double room). \$1,050.00 if staying at home. Request for a single room will be an additional \$150.00. Early arrival stay overnight on Tuesday, January 26, can be arranged. The cost will be 150.00

Tax I.D. # 23-1564299

visit us on the world wide web at

www.davidseminars.com