

SECTION 1: Identifying Information

**All fields in section 1 are mandatory.*

Name*:	Michelle Coleman
Current administrative role*:	Vice-Principal Riverview High School
Previous administrative roles*:	Dept. Head
Region/School Board*:	Cape Breton Victoria Regional Centre for Education

SECTION 2: More About You

Share a bit about yourself! What makes you the right person to represent your peers on the PSAANS Board of Directors? Please comment on the following:

Experiences

Governance, negotiations, prior experience serving on a board of directors, PSAANS or a committee, etc.

This year starts my 28th year in education and my 23rd year of experience in school administration. My first eight years were as a department head and I have just started my fifteenth year as the vice-principal of a large high school. I have a Masters Degree in Educational Administration and Diplomas in Curriculum and Counselling, along with many Leadership Modules through the NSEL. I was a member of the appointed Interim Board of Directors for PSAANS and just completed a two year term with the first elected Board of Governors for PSAANS. During the past two years, I have been a member of the PSAANS Executive, filling the role of Secretary. I have served on the PSAANS Equity Committee, Conference Committee, Hiring Committee and Elections and Nominations Committee. I also sit on the current Board of Governors for the Nova Scotia School Athletic Federation. I have also served various roles with several other community organizations including the YMCA of Cape Breton and Soccer Cape Breton. I have a strong background in literacy and have extensive experience in writing documents. I have written and revised policy for the Cape Breton Victoria Regional Centre for Education, written and reviewed several textbooks for various publishing companies, including Gage and Oxford, and have been part of many provincial curriculum writing teams over the years. I have taken on many leadership roles in my school and at the Board and Provincial level, involving many Provincial curriculum committees, Provincial Focus Groups with the NSTU, CBVRSB Strategic Planning committee and the initial PEBS training for the Province. I have exhibited leadership roles by initiating, organizing and conducting extensive professional development sessions at the school, Board and Provincial level, including presenting at Principals' In Focus. I have experience with ground floor initiatives in the province, as I was the Co-Chair for the first school accreditation in the province and went on to conduct several External Reviews throughout the province as part of the former School Improvement Planning and Accreditation process. These experiences, among others, provide me with the skills needed to be a valuable member of the PSAANS Board of Directors.

Skills & Qualities

Highlight those that best prepare you to be a Board Member

I believe I have a diversified skill set that I can bring to the Board of Directors of PSAANS. I understand how important it is to bring all divergent ideas together to ensure that all voices are heard. Being a representative on many Board and Provincial committees, is an indicator of my ability to work strategically with others in a team environment on common goal setting. I have proven organizational skills, strong interpersonal skills, and effective communication skills. My knowledge, experience and keen attention to detail are all valuable assets to this role. For the past fifteen years, I have been responsible for the finances in the school, including a school-run cafeteria which involves a significant budget each year; this experience has been valuable when examining the finances and budgets involved in this association. My 30 year coaching career has contributed to my team building and relationship building skills that are very necessary to the group that takes on this important task of moving the Association forward. Being a member of both the Interim Board and Elected PSAANS Board, have allowed me to be extremely familiar with the progress of the work that has been done thus far and I remain committed to advancing the goals going forward, in particular the very important work of establishing our first Memorandum of Understanding and continuing the important work that our Equity Committee has embarked on. School administrators have very complex jobs, dealing with various forms of conflict, mental health issues, performance issues, safety issues, etc. With my years of experience, I feel that I have a very good handle of many of the jobs and issues of an administrator and understand the needs and wants going forward in establishing this professional association. I would be honored to continue to represent the hard working administrators of my region for two more years.

Other

Final thoughts

Being a very active, hands-on school administrator over the past 22 years, has provided me the opportunity to encounter a tremendous number of diverse experiences and events that school administrators across the province deal with each and every day. I am passionate about the importance of my job in helping students and doing it to the best of my abilities. I am committed to being a lifelong learner and seeking out new opportunities to develop and grow. I believe my varied experiences over these years are representative of what the job of a school administrator looks like in Nova Scotia. I believe that to have a successful start to a young Association, it is extremely important for the voices of experienced administrators to be heard in order to create a meaningful, lasting, and effective model. I am an analytical, knowledge-seeking, goal-oriented person by nature and believe this task would allow me to use this skill set to digest, analyze, dissect, and correlate information in a timely fashion to make good decisions on behalf of my colleagues. I enjoy working as a team player in a collaborative environment to complete tasks. I believe that my varied experiences as vice-principal provide me with a good lens to be able to positively contribute to this Association. I am committed to professional excellence and believe we have a great opportunity here with our own professional organization to advance the important work we do as educators. It has been a privilege to represent my colleagues over the past two plus years and I would welcome the chance to continue to advocate on behalf of NS administrators, as we continue to tackle the priorities that our membership has put forward during consultation. As a member of the PSAANS Interim Board of Directors and the first Elected Board, I believe we have made significant progress in a short period of time to advance the concerns of administrators in the province and to promote the work that school administrators do on a daily basis. I would welcome the opportunity to

continue to serve the interests of the administrators in the Cape Breton Victoria Regional Centre for Education, as we continue to strengthen and promote excellence in education.

SECTION 3:

The fine print

Additional information that WILL NOT be circulated or published as part of the election communications may be included in Section 4 (page 4) of this document.

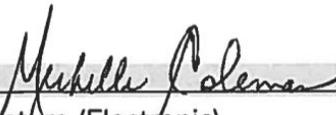
To be official, this Nomination Form must be signed by the person named above indicating their acceptance of the nomination.

I submit this Nomination Form for the position of Member of the PSAANS Board of Directors for the region indicated above.

I confirm that I am a permanent and active member of PSAANS.

I understand that this is a volunteer position.

I consent to this Nomination Form being published on the PSAANS website.


Signature (Electronic)

September 16, 2020

Date

When signed, this Nomination Form is to be emailed to nominations@psaans.ca. It must be submitted as a .pdf.