



Notice of Open Board Positions

Posted on the MSA Website: March 2, 2020

Open Board Positions: Magnet Schools of America (MSA) is accepting applications and letters of interest for election to the Board of Directors for 2020-2022. The open positions are for:

Regional Directors: Regions II, IV, VI:

- Region II: Alaska, Arizona, California, Hawaii, Idaho, Montana, Nevada, Oregon, Utah, Washington, Wyoming, American Samoa, Marianas Islands and Trust Territory of the Pacific
- Region IV: Kentucky, North Carolina, South Carolina, Ohio, Tennessee, Virginia, West Virginia, International
- Region VI: Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, Wisconsin

NEXT STEPS

Application Process:

Interested candidates must be members of MSA and are requested to email a letter of interest to [Todd S. Mann](#), Executive Director, Magnet Schools of America to be received by **Wednesday, March 18, 2020, 5pm EASTERN**. Candidates are required to submit the following as part of their application, and for publication on the MSA website:

- Letter of interest for the position;
- One-page resume/vitae;
- 50-word statement indicating why you should be elected to the position; and
- Picture (head shot), color preferred.

Election Process:

- Please plan on participating in a brief prep virtual call on Monday, March 23rd at 2:00pm EASTERN;
- Speak for 2-3 minutes during your Regional Breakfast on Wednesday, April 15 at the National Conference, where voting will occur; and
- If elected, attend the Annual Business meeting on Friday morning, April 17th.

Term of Office and Board Member Requirements:

All positions are for a two-year term (May 1, 2020-Spring, 2022).

Board members are required to attend three (3) meetings each year, held in conjunction with conferences: one in the fall with Technical Assistance and Training, one in the winter with Policy, and one with the National Conference on Magnet Schools. Board members are encouraged to attend each conference.

Additional questions, please call Executive Director Todd Mann at 202.480.2254 or email at todd.mann@magnet.edu.



Position Description

REGIONAL DIRECTOR

The Regional Director serves as the regional contact for all members and non-members in a geographic area, as specified by the breakdown of Magnet Schools of America's six regions.

Time & Commitment

Regional Directors are required to attend three (3) meetings each year, held in conjunction with conferences: one in the fall with Technical Assistance and Training, one in the winter with Policy Training, and one with the National Conference on Magnet Schools. Board members are encouraged to attend each conference. Board members are reimbursed for the Board meeting only portion of their travel, and as follows: if they have paid more than 50% of meeting costs from personal funds (that are not otherwise reimbursed), they will be reimbursed by MSA up to \$1,000 of the personal funds.

Responsibilities include:

- Serve as regional contact for all members and non-members in specified geographic area
- Represent Magnet Schools of America at local and regional events
- Send out periodic emails to members in region in conjunction with the National Office
 - Communications can include: magnet school openings, new district member or new school member welcomes, legislative matters surrounding the magnet community in that region, upcoming deadlines for awards and conference registrations, etc.
- Participate in calls with all other Regional Directors, led by Chair of Regional Directors
- Facilitate Regional Awards applications (Teacher of the Year, Principal of the Year, Merit Awards, Poster Contest)
 - Recruit new awards applicants and send reminder information regarding deadlines
 - Recruit readers for Principal of the Year and Teacher of the Year applications
 - Send reminder emails as needed
 - Make phone calls to thank applicants and congratulate winners
 - Visit winning schools when possible
- Recruit and identify prospective members at least once a year. Work with National Office to coordinate personalized outreach to these potential members

Suggested duties include:

- Host occasional webinars for constituents to answer any questions and discuss upcoming deadlines/news
- Host regional conferences for both regional members and non-members when possible
- Attend magnet school openings and meetings