

Department: Educational Leadership and Counseling
Program: MS in Educational Administration

Skill Set	Professional Application	Delivery of Skill Set Courses, extracurricular activities, etc. in which the skill set is introduced (I), reinforced (R), or mastered (M)
Discipline Based Skill: Budget Management	Fiscal responsibility	EDAD 5383 Managing School Resources (R) EDAD 5313 School Finance (R) EDAD 5352 Educational Facilities Planning (R)
Discipline Skill: Community Relations	Assisting the school with creating a partnership with the local businesses and area residence	EDAD 5382 School and Community Relations (R)
Discipline Based Skill: Teacher Leader	Observe teaching methods and examine learning materials to evaluate and standardize curricula and teaching techniques, and to determine areas where improvement is needed.	EDAD 5344 Supervision (M) EDAD 5345 Principal Internship (M) EDAD 5385 Superintendent Internship (M)
Discipline Based Skill: Instructional Leader	Collaborate with teachers to develop and maintain curriculum standards, develop mission statements, and set performance goals and objectives.	EDAD 5302 Elementary and Secondary Curricula (I) EDAD 5351 Pupil Personnel Administration (R)
Discipline Based Skill: Personnel Management	Direct and coordinate activities of teachers, administrators, and support staff at schools, public agencies, and institutions.	EDAD 5341 School Administration (R) EDAD 5384 Advanced Problems Superintendent (I)