

2019 INTERNATIONAL ACAC EXECUTIVE BOARD APPLICATION

Name: Shilpa Gupta

Title: Head of College Counseling

Member Type: High School

Institution: Neerja Modi School

Location: India



Position for which you are applying:

Vice President for Professional Development

PUBLIC BALLOT INFORMATION

Provide information regarding your professional roles:

A. Vice Principal (7 years) and Head of College Counseling (4 years): Setting up a college counseling centre, devising and committing to the implementation of strategic plans and policies, liaising with institution board and parents, holding regular staff meetings and assemblies, chairing steering committees, staff recruitment and retention, timetable construction, budgeting, ensuring differentiation of materials and tasks across the age and ability ranges, organizing major school events, organizing boarding and co-curricular activities. B. Academic Head (4 years): In charge of restructuring the Math and Science curriculum with experts from CBSE, IGCSE, and IB. Resourcing and developing curricula, professional development for staff, in-service training to vertically align all grade syllabi to ensure better understanding and results. C. Business Development Manager-Service Franchise at Eureka Forbes Limited (4 years): Set up the Service Franchise office of Eureka Forbes Ltd, the maker of Superbrands Aquaguard & Euroclean which established the packaged drinking water division in Jaipur. Was responsible for service and maintenance of over 100,000 machines in the city with a team of 10 technicians, achieving monthly revenue targets and customer satisfaction. D. Research & Development Officer at Century Rayon- R & D Division (1 year): Conducted research on various types of raw materials used for viscose manufacturing and filtration strategies. Was involved in developing, adopting and improving technologies to attain higher productivity and greater customer satisfaction on continual basis.

Provide information regarding your International ACAC, NACAC, and/or other international education organizational experience.

A. South Asia Regional Institute Host co-ordinator and Planning Committee member: Hosted the South Asia Regional Institute in October 2018 organized by International ACAC. Was in charge of the entire planning of the event and cultural activities around the same. Participated in weekly planning meetings with Lisa Hollett and Ken Dunbar to decide the faculty team, session topics, scholarship recipients, event schedule, welcome dinner and meals catering to all allergies. Communicated and reached out to universities across the world and high schools in South Asia to promote the event. Saw huge participation of 154 delegates. Made sure everyone had a memorable experience, tried to inculcate activities that would keep everyone occupied and also introduced them to the culture and heritage of Rajasthan. Involved in careful selection and consideration of the faculty presenting the sessions, session titles, IT support and its relevance to the audience. Co-ordinated with various hotels/restaurants, printing agencies, caterers in the city to stick to the budget as laid out by International ACAC. Successfully led a team of 18 teachers and 40 volunteers from school for successful implementation and coordination of the event. B. IC3 Conference committee member: Have been serving on the Planning committee since the last 3 years. Also been serving on the University Outreach committee and Research and Content committee for the past year. Responsible for the organization and execution of the biggest college counseling conference of the country, budgeting of operations, inviting school principals and counselors, planning the venue and making arrangements, assisting in agenda selection for committees, reaching out to universities worldwide for conference registrations, identifying current topics in college counselling, presenting session proposals and planning and outlining the content of the sessions. C. Finance Committee-working member-International ACAC: Reviewing financial matters and advising the Executive Board on opportunities to create and manage matters relating to sponsorships, advertising, scholarship funds, and conference exhibitors. I am directly in charge of the exhibit subcommittee and the scholarship subcommittee. D. Advisory board -CIALFO (Oct 2018 onwards): Responsible for advising Cialfo on feature upgrades that are essential for fulfilling the needs of the international counselor community and on overall strategy and direction that will best help its mission of democratizing access to college education, with a special focus on enabling greater access to college counseling. I am also involved in assisting them to create a presentation for setting up a college counseling office. E. Member- School Managing Committee: Member since the last 10 years and have been designated Vice Principal for the last 6 years. Responsible for recruiting faculty and staff according to institutional needs, resolving matters of concern among the student body and ensuring order within the school, advising high school students about college requirements, application procedures and providing related assistance, benchmarking and appraising past academic performance and consequently developing an appropriate academic policy and calendar to enhance it, and reaching out to and collaborating with schools worldwide to develop joint exchange programs.

Please provide a maximum 250-word statement of your experiences, why you wish to run for the International ACAC Board, and other relevant information you would like members to know about you.

I feel India is very under-represented in the International ACAC community and having someone from India would certainly attract other Indian school counselors to gain membership and provide valuable insights. Also, I have had a fair amount of experience in organizing professional development programs for teachers at school and also in the local counselor community. I would bring to the board various cultural and educational perspectives and know-how of the Indian community which is itself so diverse. As a female from a national high school in India (a country that forms the second-largest population of international students going abroad), I will add much-needed diversity and bring a new and previously unheard voice to the Board. The network that I built with the schools in the South Asia region, local community and members of International ACAC while organizing the South Asia Regional Institute has helped me grow professionally. I now feel confident in advising people on organizing meaningful conferences and activities for building up our community. My past experiences and responsibilities have included: setting up a college counseling centre, setting up Math and Science departments, devising and committing to the implementation of strategic plans and policies, liaising with institution board and parents, holding regular staff meetings and assemblies, chairing steering committees, staff recruitment and retention, resourcing and developing curricula, professional development for staff, in-service training, timetable construction, budgeting, ensuring differentiation of materials and tasks across the age and ability ranges, organizing major school events, organizing boarding and co-curricular activities.