



NOTICE OF POSITION OPENING

ELEMENTARY PRINCIPAL			
Date Posted	June 24, 2024	Application Deadline	July 8, 2024
Primary Function	To provide the necessary leadership and supervision to promote the educational development of each student.		
Required Qualifications	<ul style="list-style-type: none">❖ An advanced degree, Masters or higher, from an accredited institution with emphasis in educational leadership, school administration, curriculum or other related field.❖ Valid state certificate to practice as a school principal, or completion of a school administrator's continuing education requirement.❖ Valid Michigan teaching certificate.❖ Successful teaching and administrative experience preferred.❖ Ability to communicate effectively with staff and community.❖ Demonstrated ability to provide leadership that results in collaborative working relationships and student achievement gains.❖ Working knowledge of teacher evaluation and teacher mentoring/coaching.❖ Such alternatives to the above qualifications as the Board of Education may find appropriate and acceptable.		
Responsibilities	Please see attached job description.		
Application Process	Please visit petoskeyschools.org/employment to apply online. Complete application & include a letter of interest, resume, references, transcripts & certificates.		
Notice of Non-discrimination			
It is the policy of Public Schools of Petoskey that no person shall, on the basis of race, color, religion, age, national origin or ancestry, sex, marital status or handicap be excluded for participation in, be denied the benefits of, or be subjected to discrimination under any programs or activity and employment as required by Title VI Civil Rights Act of 1963; Section 504 of the Rehabilitation Act. Any questions concerning discrimination should be directed to the Title IX Coordinator, Public Schools of Petoskey, 1130 Howard Street, Petoskey, MI 49770, or phone (231) 348-2100.			

