



Benzie County Central Schools

9300 Homestead Rd. | Benzonia, MI. 49616 | 231-882-9653

JOB TITLE: Elementary School Principal – Betsie Valley Elementary

REPORTS TO: Superintendent of Schools

POSTING TIMELINE: Closes Monday, March 16, 2026 at 8:00 AM

JOB FUNCTION: The principal shall serve as the educational leader and chief administrator of the school.

DISTRICT DESCRIPTION: Benzie Central Schools serves over 1,100 students PreK-12 and encompasses over 350 square miles in the beautiful terrain of Northwest Lower Michigan. There are six villages in the district convenient to the cities of Traverse City, Manistee, and Frankfort. Benzie Central has 3 elementary schools serving grades PreK-5, a middle / high school serving grades 6-12, and a virtual academy for 6-12. Betsie Valley Elementary serves approximately 125 students and is nestled between the two small, historic villages of Copenish and Thompsonville.

DUTIES AND RESPONSIBILITIES:

- **Drive results through aligned systems:** Leverage district routines and structures with urgency and persistence, prioritizing student learning over barriers and maintaining focus in the face of adversity.
- **Hold high expectations and collective ownership:** Establish and reinforce rigorous standards for all students and staff while fostering shared responsibility for improved achievement.
- **Cast and champion an inclusive instructional vision:** Communicate a clear direction for high-quality teaching that addresses diverse learning, behavioral, and communication needs—and inspire others to move toward it.
- **Coach and influence for growth:** Apply deep knowledge of district instructional priorities to develop teacher capacity, motivate continuous improvement, and influence practices that accelerate student outcomes.
- **Lead responsive, data-driven systems:** Create and sustain a well-orchestrated cycle of collaborative data collection and analysis to ensure an adaptive, tiered system of support responsive to specific student needs.
- **Sustain shared leadership:** Build and maintain effective structures for distributed leadership, empowering others to take initiative and accountability for results.
- **Ensure operational coherence and compliance:** Manage school procedures and resources in alignment with district mission, values, policies, and legal requirements.
- **Supervise with clarity and courage:** Conduct ongoing classroom observations and provide actionable, research-based feedback while remaining self-assured and solutions-focused during challenges.
- **Implement fair and consistent systems:** Apply equitable discipline and attendance practices aligned with district philosophy and high standards.

- **Build trust-centered relationships:** Establish professional rapport with students, staff, families, and community members through ethical conduct, visibility, and proactive communication.
- **Engage families as partners:** Communicate regularly and effectively to create collaborative home–school partnerships that support student success.
- **Steward resources strategically:** Oversee financial and human resources responsibly to achieve strong results within established timelines.
- **Lead with cultural proficiency:** Embed culturally responsive practices into systems and routines to ensure every student feels valued and supported.

PROFESSIONAL QUALIFICATIONS:

REQUIRED:

- Master’s degree or higher in Educational Leadership or related field
- Valid Michigan Administrative Certificate for K-12 Education
- Minimum 5 years of successful teaching experience; administrative experience preferred

SALARY AND BENEFITS:

Salary commensurate with experience. Comprehensive benefit package offered with health, vision, dental, LTD, and life insurance.

Interested applicants should submit an application online and attach materials including a resume and cover letter at <https://northwested.schoolspring.com/>

not later than MONDAY, MARCH 16 - 8:00 AM

HIRING TIMELINE AND INTERVIEW DATES:

- Virtual Screener Interviews March 18th, 2026
- Round One In Person at MS/HS/Central Office Campus (Technical and Performance) March 24th, 2026
- Round Two In Person Onsite at Betsie Valley Elementary Leading PD with Staff April 8th and/or 9th, 2026
- Tentative Offer and Approval by Board of Education on Monday, April 13th, 2026*

*This timeline is subject to changes