



## Principal

**School Details:** Western Michigan Christian Middle and High School is located in Norton Shores, Michigan and serves 310 students in 7th through 12th grade. Our mission is to educate with excellence, integrate faith with knowledge, and equip students to work and serve Christ in their communities. WMC strives to integrate faith with knowledge by utilizing the Teaching for Transformation framework. WMC has been providing high-quality Christian education along the lakeshore for more than 75 years and is proud of the faithfulness of the families we serve.

**Position Summary:** The Principal serves as the academic and operational leader of Western Michigan Christian, overseeing the daily life of the school and ensuring excellence in teaching, learning, student life, and Christ-centered culture. Reporting to the Head of School, the Principal leads faculty, manages school operations, and provides direct leadership for students and families.

The Principal is responsible for translating the school's mission and vision into daily practice, fostering a strong spiritual and academic environment, and ensuring that students, faculty, and families experience a well-run, mission-aligned school community.

Working Hours: Full Time- 1.0 FTE (year-round administrative position)

Salary: Based on experience and qualifications

Start Date: July 1, 2026

### School Operations & Culture

- Oversee the day-to-day operations of the school to ensure smooth, effective functioning.
- Lead student discipline, attendance, and behavioral systems with consistency, grace, and biblical principles.
- Set and model the tone for a Christ-centered school culture that reflects WMC's mission and values.
- Ensure policies and procedures are implemented faithfully and fairly across the school.
- Promote a safe, orderly, and supportive learning environment for students and staff (coordinate drills, handbook revisions, and PBIS).
- Oversee Opening Day and Special Events such as Project Grace, Grandparents' Day, Graduation

## **Faculty Leadership**

- Supervise, evaluate, mentor, and support faculty in their professional growth and effectiveness.
- Lead regular faculty meetings and professional development in partnership with the Curriculum Director.
- Partner with the Head of School to recruit, hire, and retain high-quality, mission-aligned teachers and staff.
- Foster a collaborative faculty culture marked by trust, accountability, and continuous improvement
- Support faculty spiritual formation and integration of faith into teaching and learning.

## **Student Life**

- Oversee student programs, activities, and co-curricular life to ensure a holistic student experience.
- Provide leadership for counseling, student services, and student support systems.
- Serve as the primary parent contact for student-related issues, concerns, and problem-solving.
- Partner with families to support student growth academically, spiritually, socially, and emotionally.
- Ensure consistent communication and follow-through on student life policies and expectations.

## **Academic Oversight**

- Ensure effective implementation of the school's curriculum and instructional practices.
- Partner closely with the Curriculum Director to support academic excellence and alignment.
- Monitor academic performance, instructional quality, and classroom effectiveness.
- Support data-informed decision-making to improve student outcomes and instructional strategies.
- Champion a culture of high expectations, academic integrity, and continuous learning.

## **Qualifications & Attributes**

- Master's degree in education, leadership, or a related field that provided training for leading and educating. Educational state certification expected.
- A committed follower of Jesus Christ with a clear Christian testimony and alignment with WMC's statement of faith.
- Experience in teaching and educational leadership, preferably in a Christian school setting.
- Demonstrated ability to lead faculty, manage operations, and support student life effectively.
- Strong communication, organizational, and relational leadership skills.
- A heart for students, families, and Christ-centered education.

## **Application Procedure**

All interested candidates should send a cover letter, resume, and Statement of Faith to [principalsearch@wmchs.net](mailto:principalsearch@wmchs.net) and complete an employment application [here](#) by 5:00 pm on March 31, 2026.

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