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To whom it may concern,

It is with great interest that I am applying for the principal position at Elise Middle School. This is my 16th year of working in Moore County Schools. I have been a teacher leader, AP Intern, and Assistant Principal during this time. The next step in my career is to apply my knowledge and expertise as a principal. My years of experience in Moore County Schools has helped to mold me into an effective, energetic, and transformational leader.

Educating young people has been my life's focus, first at UNC-Wilmington where I received the North Carolina Teaching Fellows scholarship and then through UNC-Pembroke where I was chosen to represent MCS as part of the SREC Principal Development Program. The program provided a mentor and hands on experiences that immediately immersed me in the administrative field from day one. I accepted a job at Southern Middle School where I took the lead in creating SMS' MTSS processes. During that time SMS was one of only 4 schools in Moore County that received Green Ribbon status for their MTSS program and met growth for the 2018-2019 school year. I also headed up Southern's PBIS program where the school is projected to lower its overall office referral rate by 37% over a four year period and helped to drop the school's African American discipline referral rate from 76% to 69% of total write-ups.

I am a firm believer in servant leadership within a school. I learned how to be a true servant leader while I was at Southern Middle under Principal Marcy Cooper. She taught me that building teacher capacity and then supporting them at a school is the most effective way to increase student achievement. Under her mentorship I learned how to truly build a team culture of success.

Though my background in curriculum and professional development is extensive, I believe my true talent is connecting with students and teachers. The enclosed resume provides more information about my qualifications. My formal education, workshop presentations, my effective internal and external communication skills, along with my patience and firm commitment to student-centered learning has made me a strong, dedicated and qualified leader who is able to handle new challenges. I welcome the opportunity to interview with your selection team.

Sincerely,

Michael Jeremy Swofford
MSA UNC-Pembroke