

# Example of Principal's Recommendation Letter for Teaching Position

**Date:** June 15, 2024

**To Whom It May Concern,**

I am honored to write this letter of recommendation for Ms. Jane Smith, who has served as a dedicated and talented educator at Lincoln Elementary School for the past five years. As the principal, I have had the pleasure of observing Ms. Smith's exceptional teaching abilities, her passion for education, and her impactful contributions to our school community.

Ms. Smith consistently demonstrates outstanding classroom management skills, fostering a positive and inclusive learning environment where every student feels valued and encouraged to succeed. Her innovative lesson plans, commitment to differentiated instruction, and effective use of educational technology have resulted in measurable academic growth among her students.

Beyond her instructional expertise, Ms. Smith is a collaborative team member who actively participates in school initiatives, professional development, and curriculum planning. She builds strong relationships with students, parents, and colleagues, exemplifying professionalism and integrity in all her interactions.

Ms. Smith's enthusiasm, work ethic, and lifelong commitment to learning make her an invaluable asset to any educational institution. I am confident that she will continue to inspire and make a positive impact wherever she teaches.

It is with great confidence that I highly recommend Ms. Jane Smith for any teaching position. Please feel free to contact me at (555) 123-4567 or [principal@lincolnschool.edu](mailto:principal@lincolnschool.edu) if you need further information.

Sincerely,

**Michael Johnson**

Principal, Lincoln Elementary School