

ADVERT ID 224922

## Deputy Principal

### St Malachy's Infants School

Anne Street Anne St Dundalk A91 9286

#### MAIN DETAILS

<b>Status:</b>	Active
<b>Level:</b>	Primary
<b>Date Posted:</b>	Mon Sep 16 2024 12:48:14
<b>Application Closing Date:</b>	Mon Sep 30 2024
<b>Commencement Date:</b>	Mon Nov 18 2024
<b>Status of Post:</b>	Permanent

#### SCHOOL DETAILS

<b>School Type:</b>	Mainstream
<b>School Structure:</b>	Junior School
<b>Gender:</b>	Girls with Boys to 1st Class
<b>School Patronage:</b>	Catholic
<b>Total No. of Teaching Staff:</b>	15
<b>Current Enrolment:</b>	214
<b>Droichead school:</b>	Yes

#### POST DETAILS

##### Additional Information:

The Board of Management of St. Malachy's Infants' School invites applications for the position of a Deputy Principal teacher. This is a permanent position commencing on 18/11/2024, and the appointment will be made via open competition.

St. Malachy's Infants' School is a Catholic school under the patronage of the Archbishop of Armagh. St. Malachy's Infants' School covers Junior Infants, Senior Infants and First class. The current teaching staff comprises of 10 classroom teachers, 4 in SET team and 3 S.N.A.'s. Applicants must be fully registered with the Teaching Council and have five years' recognised teaching service.

The appointee will become part of the leadership and management team in the school. The eligibility criteria, essential roles and responsibilities of the post of Deputy Principal Teacher are determined by the four Domains of Leadership and Management as set out in chapter 4 of circular 0044/2019

1. Leading Teaching and Learning
2. Managing the Organisation
3. Leading School Development
4. Developing Leadership Capacity

In addition the following skills, knowledge, competencies and experience are desirable

- Ability to exercise flexibility and full involvement in the school, in particular with and under the direction of the Principal, to meet the daily needs of the school
- Previous teaching experience across a wide range of classes, and settings in Primary school
- A clear understanding and knowledge of special education, inclusive education and diversity in education
- Proven ability to work as part of a team and to foster leadership in others
- Evidence of proficiency in IT Literacy and experience of using it as teaching tool
- Proven leadership skills, including policy development and implementation
- Proven ability to work as a flexible member of a team in a collaborative manner
- An understanding of School Self-Evaluation (SSE) policy development and implementation

-Evidence of and a high level of commitment to continuing and relevant professionals development  
-Candidates should demonstrate the ability to work well with all staff and the wider school community  
-Ability to promote a culture of learning and creativity in the school  
-An ability to work with staff and outside agencies to promote pupil wellbeing and provide children with the knowledge, skills and competencies to help them deal with challenges  
-Excellent communication skills expressed both in leadership and management  
The Deputy Principal will work with the Principal to support and develop effective leadership within the school. The Deputy Principal cooperates with the Principal in the fulfillment of the Principal's role and acts or deputises as the Principal in the Principal's absence.

The roles and responsibilities of this post are subject to review and change according to procedures set out on Circular 44/19. The responsibilities of the role can require participation in the leadership role outside the standard school year.

Applications must be clearly marked Deputy Principal Application.

#### APPLICATION REQUIREMENTS

- [Standard Application Form for Principalship/Deputy Principalship](#)
- Letter of Application
- Copy of Certificates, Diplomas, Degrees
- Teaching Council Registration
- Recognised Certificate to Teach Religious Education

Applications may be submitted by

- Post

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 15260K  
**Apply To:** Anne Street  
Anne St  
Dundalk  
A91 9286  
**County:** Louth  
**Enquiries To:** [office@stmalachysinfants.ie](mailto:office@stmalachysinfants.ie)  
**Website:**  
**Further Information:** <https://www.stmalachysinfants.ie>

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