

ADVERT ID 80428 *

Principal

Glenstal Abbey School

FAO: Mr. Joseph Torpey. Human Resources Manager Address: Glenstal Abbey School. Murroe,
<https://www.glenstal.com>

MAIN DETAILS

Status: Deactivated
Level: Post Primary
Date Posted: Tue Mar 7 2017 11:39:01
Application Closing Date: Fri Apr 7 2017
Commencement Date: Mon Aug 7 2017
Status of Post: Contract of Indefinite Duration (full time)

SCHOOL DETAILS

School Type: Voluntary Secondary School
Trustees: Order of St. Benedict
School Structure: Boys
 Boarding School

POST DETAILS

Additional Information: Job Description: Principal

Reporting to: Headmaster
 Board of Management

Summary of responsibilities:

Glenstal Abbey School seeks to provide a balanced and disciplined environment which emphasises values such as integrity, kindness and respect and seeks to maintain an inclusive climate of learning where each child can fulfil his own unique potential. The Principal is responsible for delivering an educational experience which is in keeping with our strong Benedictine ethos and in strict adherence to DES (Department of Education and Skills) policy and established standards for the care of students in private fee paying boarding schools.

Reporting to the Headmaster and the Board of Management, the Principal is responsible for all academic and administrative aspects of Glenstal Abbey School. The Principal will also work in close collaboration with the Headmaster of Glenstal Abbey School on all matters that promote our Benedictine ethos so as to ensure that this ethos is strengthened and permeates the entire educational and boarding experience of our students and our staff.

The Principal will ensure that the school meets and exceeds its current standards of excellence and will build enduring mentoring relationships with the school's Teaching Faculty as well as other internal communities, always working to further enhance the educational outcomes of the students of Glenstal Abbey School.

The Principal will be an experienced leader with a proven track record of accomplishment and the ability to command the respect of stakeholders in the school. Strong academic credentials, a visionary outlook aligned with the school's mission and Benedictine ethos, exceptional team building and communication skills, and creativity in enhancing an outstanding educational programme are all qualities required of the Principal of Glenstal Abbey School.

In addition, the Principal will have an understanding and appreciation of the strengths and benefits of independent boarding schools and a record of having an excellent rapport with students.

Specific Responsibilities:

- As the designated Leader of the Senior Management Team, the Principal will, in close

collaboration with the Headmaster, build on the school's strategic direction and will have responsibility for leading the Senior Management Team towards the achievement of the overall goals and objectives of Glenstal Abbey School.

- The Principal will have day to day management responsibility for the school's teaching staff and will develop appropriate strategies and plans to attract, support, develop and retain the very best teachers.
- The Principal will attend all meetings of the Board of Management and will attend meetings of the Board of Governors as required. The Principal will be expected to provide regular updates on the overall progress and strategic direction of the school and will also be expected to provide the appropriate level of leadership and influence strategic decision-making at these forums.
- In partnership with the Senior Management Team and the Board of Management, the Principal will have overall responsibility for preparing the annual budget for submission and approval to the Board of Governors and will actively monitor and control the school's financial performance to achieve overall value for money and adherence to budget.
- The Principal has overall responsibility for the implementation of the curriculum strategy and the promotion of the ongoing development of our teaching and learning methodologies into the future.
- The Principal has overall responsibility for role modelling and setting the standard for discipline and behaviour in the school, ensuring the discipline policy is consistently applied in a timely, fair and transparent manner and is operated in accordance with our Benedictine ethos.
- The Principal will ensure the highest standards of Health and Safety in the school and ensure all health and safety guidelines are implemented and appropriately audited on an on-going basis.
- The Principal will, in close partnership with the Headmaster, have shared responsibility for ensuring the school can attract, select and retain the required numbers of new seven-day boarders and day-boarders in accordance with the school budget and overall strategic plan, and, in partnership with the Admissions department, will play a key role in meeting and evaluating applicants and their families.
- The Principal will have overall responsibility for ensuring that all directives, policies and procedures are properly implemented and audited to ensure compliance to the highest standards on an ongoing basis.

Key attributes of the successful applicant:

- Strong leader who has demonstrated capability in enrolling others towards achieving a stated Vision.
- Leads principally by example and is an excellent role model of the Benedictine ethos and values.
- Strong planning and organisational skills ensuring the smooth running of the school and the achievement of stated goals and objectives.
- Ability to collaborate effectively with the key stakeholders in the school and across the overall Glenstal Abbey campus.
- An approachable person who is a highly effective communicator and has strong emotional intelligence.
- Perceived as fair-minded and a person of unquestioned integrity. This individual will have a record of making good decisions based on careful analysis.
- Fosters and develops a Distributed Leadership culture amongst the Senior Management Team and the teaching staff and does not shirk the responsibility of leadership.
- His/her leadership style will not be autocratic, nor will this be a consensus-driven person who abdicates decision-making responsibility.

Desirable experience and qualifications:

- At least 10 years' experience working in a similar role or considerable experience as part of an in-school management team.
- In-depth knowledge of the DES management framework in terms of policies and procedures and an in-depth working knowledge of safeguarding policies and procedures.
- Formal training in Health and Safety procedures and practice.
- Educated to Master's Degree level in a related discipline.
- Experience of managing disciplinary processes and frameworks in a school environment.
- Teaching experience is an essential requirement of this role.

APPLICATION REQUIREMENTS

- [Standard Application Form for Principalship/Deputy Principalship](#)
- Letter of Application
- Referees (name, role, contact no.)
- Copy of Certificates, Diplomas, Degrees
- CV (Unbound/Slide Binder)
- Teaching Council Registration

Applications may be submitted by

Telephone enquiries welcome

- Email
- Post

APPLY TO THIS JOB VACANCY

Roll Number: 64150f
Apply To: FAO: Mr. Joseph Torpey.
Human Resources Manager
Address:

Glenstal Abbey School.
Murroe,
County: Limerick
Email Address: jtorpey@glenstal.com
Phone:
Website: <https://www.glenstal.com>

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