

ADVERT ID 230587

## Deputy Principal

### Convent of Mercy PS

Sallins Road Naas W91 XC94

<https://mercyconvent.ie>



#### MAIN DETAILS

<b>Status:</b>	Deactivated
<b>Level:</b>	Primary
<b>Date Posted:</b>	Fri Mar 14 2025 16:00:08
<b>Application Closing Date:</b>	Fri Mar 28 2025
<b>Commencement Date:</b>	Mon Sep 1 2025
<b>Status of Post:</b>	Permanent

#### SCHOOL DETAILS

<b>School Type:</b>	Mainstream
<b>School Structure:</b>	Vertical
<b>Gender:</b>	Girls with Infant Boys
<b>School Patronage:</b>	Catholic
<b>Total No. of Teaching Staff:</b>	28
<b>Current Enrolment:</b>	550
<b>Droichead school:</b>	Yes

#### POST DETAILS

##### Panel of Applicants:

An internal panel of suitable applicants may be set up to fill vacancies which may occur within a specific time period (four months for teacher posts and the duration of the school year for SNA posts) from the date on which the Board approves the successful candidate.

##### Additional Information:

The Permanent Post advertised is for an Administrative Deputy Principal. Mercy Convent Primary School is a girls school with infants boys but the school has applied to become fully co-educational from September 2026. We are moving into a new school campus this coming September. We will have 25 mainstream classrooms and 2 autism classes.

##### Enrolment & Staff

We will have 640 pupils in September with 36 teaching staff and 8 SNA staff. We have a wonderful staff who are dedicated to delivering the best possible holistic education to our pupils.

##### School Ethos

We are a Catholic School under the Diocese of Kildare & Leighlin.

##### Requirements

We invite applications from candidates with a minimum of five years teaching experience who are fully registered with the Teaching Council and Garda Vetted. The successful candidate will join the In-School Management (ISM) team, working closely with the Principal, ISM and all staff, to lead the school's next phase of development. Candidates should have strong knowledge of, and professional experiences relevant to, the Leadership and Management Domains and Standards (Looking at Our Schools 2022: A Quality Framework for Primary Schools).

##### Knowledge, Dispositions & Skills

- A commitment to upholding Catholic Ethos.
- Strong understanding of Special Educational Needs (SEN).

- An ability to communicate positively with all groups in the school community.
- Excellent interpersonal skills to support participation in school development.
- Effectiveness as a leader working independently and as part of a team.
- Flexibility and adaptability to respond to the school's needs.
- A positive outlook and resourcefulness in addressing challenges.
- Commitment to fully engage with duties of the role and deputise for Principal.
- Excellent organisational and IT skills.

#### APPLICATION REQUIREMENTS

- [Standard Application Form for Principalship/Deputy Principalship - in English](#)
- Letter of Application
- Recognised Certificate to Teach Religious Education

Applications may be submitted by

- Email

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 15040T  
**Apply To:** Sallins Road  
Naas  
W91 XC94  
**County:** Kildare  
**Enquiries To:** [recruitment@mercyconvent.ie](mailto:recruitment@mercyconvent.ie)  
**Website:** <https://mercyconvent.ie>

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