

ADVERT ID 241580

Deputy Principal

Monasterevan Convent N.S.

Drogheda Street Monasterevin W34 P308
<https://www.sen.ie>

MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Tue Jul 22 2025
Application Closing Date: Fri Aug 8 2025
Commencement Date: Wed Aug 27 2025
Status of Post: Permanent

SCHOOL DETAILS

School Type: Mainstream
School Structure: Vertical
Gender: Girls with Infant Boys
School Patronage: Catholic
Total No. of Teaching Staff: 21
Current Enrolment: 385
Droichead school: Yes

POST DETAILS

Additional Information:

The Board of Management of Monasterevan Convent N.S. invites applications for the position of permanent Deputy Principal. This appointment will be made via open competition.

It is envisaged at this juncture that interviews will take place on Thursday, August 21st, 2025.

Monasterevan Convent N.S. (Scoil Eimhín Naofa) is a vertical Catholic school in the diocese of Kildare & Leighlin. The school's Patron is Bishop Denis Nulty.

Including the Principal, ours is currently a 21 teacher school with 4 SNAs and an enrolment figure of 377 students. Girls are enrolled in all classes from Junior Infants to Sixth Class while boys are enrolled in both our Junior Infant and Senior Infant Classes. Our Autism Class caters for boys and girls.

Monasterevan Convent N.S. (Scoil Eimhín Naofa) has exciting plans to amalgamate with its neighbouring parish school, St. Peter's Boys' N.S., and to move into a state of the art new school building within the next 12 months. The new school will be named Monasterevan N.S. and will include two Autism Classrooms.

We are committed to providing a nurturing and inclusive environment where every child is encouraged to reach his or her full potential. Our dedicated staff works collaboratively to deliver a holistic education that fosters academic excellence, personal growth and a strong sense of community.

Circular 0044/2019 states:

"While the Principal is ultimately responsible to the Board of Management, as appropriate, for the leadership and management of the school, the Deputy Principal occupies a position of vital importance within the senior leadership team in a school."

Shared leadership requires openness and willingness on the part of Principals and Deputy Principals to share and to distribute leadership and management responsibilities in a manner that encourages and supports partnership. The Deputy Principal co-operates with the Principal in the fulfilment of the Principal's role and acts or deputises as the Principal in the Principal's absence".

Specific roles and responsibilities for this position relate to the four domains of Leadership and Management as outlined in Circular 0044/2019:

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

An annual report will be provided by the Deputy Principal on how his/her work contributes to the advancement of the school.

At regular intervals, but at minimum of every two years, the Deputy Principal is required to undertake a review with the Principal. Roles and responsibilities will be reviewed in the context of the changing needs and priorities of the school and the professional development of the Deputy Principal. This may result in the re-assignment of roles/responsibilities.

The following skills, knowledge, experience and competencies are desirable:

- ~ An excellent level of understanding and knowledge of school leadership, management and administration in a primary school setting.
- ~ An understanding of and commitment to the Catholic ethos of our school and an ability to support and promote school/parish links
- ~ Evidence of ability to work collaboratively and foster positive relationships with all staff members, Board of Management, Parents / Guardians and the wider school community.
- ~ A commitment to shared leadership and a willingness to delegate and develop leadership capacity and empower others
- ~ Excellent communication skills
- ~ An in-depth knowledge of the Primary Curriculum and a range of teaching experience
- ~ Understanding and knowledge of the requirements associated with the provision of Special Education Needs, teaching English as an Additional Language, inclusion and diversity

Candidates should have current and continuing Teaching Council registration and show evidence of and commitment to ongoing Professional Development.

They must be fully Garda vetted, have a minimum of 5 years teaching experience in a recognised primary school in Ireland and hold a certificate for the teaching of religion.

Candidates must be familiar with Child Safeguarding and have recently completed Túsla Children First.

Appointment will be subject to Garda Vetting requirements, satisfactory references, Occupational Health Screening and approval of the patron.

Applications will be accepted by email only and 'Deputy Principal Application' must be clearly included in the subject line.

APPLICATION REQUIREMENTS

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

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number: 15769C

Apply To: Applications should be submitted by email to senisrecruiting@gmail.com

Only those applications submitted by email will be accepted and DEPUTY PRINCIPAL APPLICATION must be clearly included in the subject line.

County: Kildare

Enquiries To: saintevin@gmail.com

Website: <https://www.sen.ie>

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