

ADVERT ID 252384

Principal Teacher

St Joseph's Mercy Primary School

Railway Street Navan (An Uaimh) C15 EA40
<https://www.stjosephsmercypsnavan.ie>



MAIN DETAILS

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| Status: | Active |
| Level: | Primary |
| Date Posted: | Tue May 12 2026 |
| Application Closing Date: | Wed May 27 2026 |
| Commencement Date: | Thu Aug 27 2026 |
| Status of Post: | Permanent |

SCHOOL DETAILS

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| School Type: | Mainstream |
| School Structure: | Vertical |
| Gender: | Co-Educational |
| School Patronage: | Catholic |
| Classification: | DEIS 1 |
| Total No. of Teaching Staff: | 28 |
| Current Enrolment: | 388 |
| Droichead school: | Yes |

POST DETAILS

Additional Information:

Introduction

The Board of Management of St Joseph's Mercy Primary School, under the patronage of the Catholic Bishop of Meath, invites applications from suitably qualified candidates for the permanent position of Administrative Principal Teacher, commencing on 27th August 2026. St Joseph's Mercy Primary School is a Catholic, inclusive and child-centred DEIS 1 primary school for girls and boys from Junior Infants to Sixth Class. We are proud of our strong Catholic and Mercy ethos and of our pupil enrolment which is rich in diversity. A deep sense of community, care and collaboration characterises our daily life in St Joseph's Mercy Primary School.

The current teaching staff comprises an Administrative Principal, 20 mainstream Class Teachers, 7 SETs, 3 SNAs, a full-time HSCL Co-ordinator, a full-time School Secretary and a full-time Caretaker.

We seek a Principal who will lead a dedicated and collaborative staff and who will work closely with the Board of Management, parents, the wider school community and external agencies to ensure the continued development and success of the school.

The appointment process will be governed by the terms of Department of Education Circular 0044/2019, Chapter 4. The roles and responsibilities of the post relate to the four domains of Leadership and Management set out in the Circular:

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

The successful candidate should demonstrate:

- a commitment to upholding the Catholic and Mercy ethos, values and traditions of the school, and to fostering the positive, collaborative and supportive learning environment that currently exists within the school community.
- proven leadership, organisational and administrative experience within a school setting including policy development, strategic planning and school self-evaluation.
- a strong understanding of the Primary Curriculum and of high quality learning and teaching in a DEIS 1 context.
- experience in the development, implementation and evaluation of innovative school-based initiatives.
- in-depth knowledge and experience of special educational and EAL needs along with a commitment to inclusion and diversity.
- excellent people management and communication skills, with the ability to build and maintain strong relationships with staff, pupils, parents, Board of Management, other schools, wider community and external agencies.
- the capacity to empower staff and promote distributed leadership and professional learning within the school.
- evidence of ongoing professional development relevant to school leadership.

Eligibility Criteria

Fully registered with the Teaching Council (Route 1 – Primary).

Minimum of 5 years recognised teaching experience, two of which must be in a recognised primary school within the Republic of Ireland.

The appointment will be subject but not limited to:

- satisfactory references
- occupational health pre-employment medical screening
- documentary evidence of teaching qualification
- documentary evidence of full Teaching Council registration
- Garda Vetting and Occupational Health Screening approval

APPLICATION REQUIREMENTS

- [It is a requirement to hold a valid Statutory Declaration and to complete the Form of Undertaking for this position.](#)
- [Standard Application Form for Principals/Deputy Principals - in English](#)
- Letter of Application
- Referees (name, role, contact no.)
- Copy of Certificates, Diplomas, Degrees
- Teaching Council Registration
- Recognised Certificate to Teach Religious Education

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number: 16100Q

Apply To: All applications to the Chairperson must be submitted by email only to principalapp.stjosephsmercycps@gmail.com

Subject Line: Principal Teacher Application

Late applications will not be accepted.
The closing date will be 5pm on Wednesday, 27th May 2026.
Shortlisting will apply.
Canvassing will disqualify.
Calls to interview will issue via email.

County: Meath

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

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