

ADVERT ID 253609

Principal Teacher

Scoil Mhuire Naofa

Station Rd Carrigtwohill T45PF80
<https://www.carrigtwohill.com>

MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Wed May 27 2026
Application Closing Date: Wed Jun 10 2026
Commencement Date: Mon Sep 21 2026
Status of Post: Permanent

SCHOOL DETAILS

School Type: Mainstream with Special Classes
School Structure: Vertical
Gender: Co-Educational
School Patronage: Catholic
Total No. of Teaching Staff: 33
Current Enrolment: 432
Droichead school: Yes

POST DETAILS

Additional Information:

Additional Information:

Introduction

The Board of Management of Scoil Mhuire Naofa, under the patronage of the Catholic Bishop of Cloyne, invites applications from suitably qualified candidates for the permanent position of Administrative Principal Teacher, commencing on 21st September 2026.

Scoil Mhuire Naofa is a Catholic, inclusive and child-centred co-educational primary school from Junior Infants to Sixth Class. We are proud of our strong Catholic ethos and of our pupil enrolment which is rich in diversity. A deep sense of community, care and collaboration characterises our daily life in Scoil Mhuire Naofa.

The current teaching staff comprises an Administrative Principal, Administrative DP and 31 Mainstream, SET and Special Class Teachers.

We seek a Principal who will lead a dedicated and collaborative staff and who will work closely with the BoM, 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:

- ? Commitment to upholding the Catholic ethos, values and traditions of the school, and to fostering the positive, collaborative and supportive learning environment that currently exists within the school community
- ? A clear and ambitious vision for high-quality teaching and learning
- ? A strong commitment to inclusive and child-centred education
- ? A proven leadership, organisational and administrative experience within a school setting including policy development, strategic planning and school self-evaluation
- ? Experience in prioritising, planning and organising workload
- ? Strong leadership skills and experience of managing people
- ? Knowledge and capacity to successfully lead and administer the school
- ? A strong understanding of the Primary Curriculum and of high quality learning and teaching
- ? Experience in the development, implementation and evaluation of innovative school-based initiatives
- ? In-depth knowledge and experience of SET, Special Classes 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, BoM, 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

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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 Principalship/Deputy Principalship - in English
- ? Letter of Application
- ? Referees (name, role, contact no.)
- ? Copy of Certificates, Diplomas, Degrees
- ? Teaching Council Registration
- ? Recognised Certificate to Teach Religious Education

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- Copy of Certificates, Diplomas, Degrees
- Teaching Council Registration
- CV (Digital)
- Recognised Certificate to Teach Religious Education

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number: 18000W

Apply To: All applications to the Chairperson must be submitted by email only to principal-applications@carrigtwohill.com

Subject Line: Principal Teacher Application

Late applications will not be accepted. The closing date will be 5pm on Wednesday, 10th June 2026. Shortlisting will apply.

Canvassing will disqualify. Calls to interview will issue via email.

County: Cork

Enquiries To: chairperson@carrigtwohill.com

Website: <https://www.carrigtwohill.com>

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