

ADVERT ID 257182

Deputy Principal

St Louis GNS

Park Road Monaghan Town H18HK31
<https://www.stlouisgns.ie>



MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Wed Jun 24 2026
Application Closing Date: Wed Jul 8 2026
Commencement Date: Tue Sep 1 2026
Status of Post: Permanent

SCHOOL DETAILS

School Type: Mainstream with Special Classes
School Structure: Senior School
Gender: Girls
School Patronage: Catholic
Classification: DEIS 2
Total No. of Teaching Staff: 17
Current Enrolment: 220
Droichead school: Yes

POST DETAILS

Additional Information:

St Louis GNS, Monaghan, Under the Patronage of the Bishop of Clogher, Most Reverend Lawrence Duffy (Roll Number 00359V) is inviting applications for the permanent position of DEPUTY PRINCIPAL. This appointment will be made by Open Competition.

THE ROLE:

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"

ELIGIBILITY CRITERIA

Applicants must be fully registered with the Teaching Council (Route 1, Primary) and have a minimum of five years recognised teaching service, two of which must be in a recognised primary school within the Republic of Ireland.

ROLES AND RESPONSIBILITIES

Looking at Our Schools 2022: A Quality Framework for Primary Schools identifies four key areas of leadership and management. Examples of demonstrated capacity will be sought in these domains:

1. Leading Teaching and Learning
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 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 reassignment of roles/responsibilities.

ESSENTIAL KNOWLEDGE, COMPETENCIES AND EXPERIENCE

In addition, evidence of the following is essential to the role:

- Knowledge of and a commitment to the Catholic ethos and St Louis tradition of our school, and to its inclusive, multicultural character as a senior DEIS girls' school.
- Excellent knowledge, deep understanding, and broad experience of leadership, management and administration in a primary school setting.
- Demonstrated capacity, excellent knowledge and broad experience of teaching in the area of Special Educational Needs, including English as an Additional Language (EAL), with a view to fulfilling the manifold role of Special Educational Needs Coordinator (SENCO).
- A commitment to work with and support the Principal towards a shared vision for the school.
- Highly effective interpersonal and communication skills.
- Evidence of the ability to foster positive relationships with all members of the school community.
- Proven capacity in successfully leading people and a commitment to collaboration and the promotion of distributed leadership; examples may include leading the SET team, collaborating with Assistant Principal post holders, liaising with SNAs, Autism Class teachers, class teachers and SETs.
- A proven ability to work collaboratively with all stakeholders in policy development, implementation and future planning as per the needs of the school.
- Flexibility to adapt, in order to cater for the daily changing needs of the school, both during and outside of scheduled school hours.
- Evidence of a high level of commitment to and record of continual CPD.
- Capacity to lead School Self-Evaluation (SSE) processes, DEIS planning, and ensure alignment with Department of Education guidelines.

[It is a requirement to hold a valid Statutory Declaration and to complete the Form of Undertaking for this position upon offer of employment.](#)

APPLICATION REQUIREMENTS

- [Standard Application Form for Principalship/Deputy Principalship - in English](#)
- Letter of Application
- Copy of Certificates, Diplomas, Degrees
- Teaching Council Registration

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number:	00359V
Apply To:	Applications by email only, marked "Deputy Principal Application", to stlouisgnsapplicationsbom@gmail.com
County:	Monaghan
Enquiries To:	stlouisgnsapplicationsbom@gmail.com
Website:	https://www.stlouisgns.ie