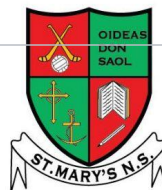


ADVERT ID 262920

Deputy Principal

St Mary's N.S.

Granard Road Edgeworthstown Co. Longford N39 PX32
<https://sites.google.com/view/smnsetown>



MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Thu Oct 1 2026
Application Closing Date: Thu Oct 15 2026
Commencement Date: Mon Nov 2 2026
Status of Post: Permanent

SCHOOL DETAILS

School Type: Mainstream with Special Classes
School Structure: Vertical
Gender: Co-Educational
School Patronage: Catholic
Classification: DEIS 2
Total No. of Teaching Staff: 33
Current Enrolment: 370
Droichead school: 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 Board of Management of St Mary's N.S. invites applications for the position of Administrative Deputy Principal. St Mary's N.S. is a large, vibrant, co-educational Catholic primary school under the patronage of The Most Reverend Dr Paul Connell, Bishop of Ardagh and Clonmacnois.

The appointment is being made under the terms of Circular 0044/2019 and is an open competition.

In accordance with Circular 0044/2019, it should be noted that as the needs of the school continuously evolve, a review of duties may result in reassignment of the role and responsibilities within the school's leadership and management team including the duties and responsibilities of the Deputy Principal.

The Deputy Principal will co-operate with the Principal in the fulfilment of the Principal's role and will act or deputise as the Principal in the Principal's absence. Specific roles and responsibilities for this position relate to the following four domains of Leadership and Management outlined in Circular 0044/2019 and in Looking at Our School 2022: A Quality Framework for Primary Schools and Special Schools:

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

The Board seeks a Deputy Principal who will:

- work closely with the Principal as part of the school's leadership team to support the day-to-day running and leadership of the school.
- be committed to the ethos of Catholic education and work to nurture the faith and learning community of the school in partnership with staff, parents and the wider community.
- place children's welfare, learning and holistic development at the centre of every decision.
- demonstrate a proven deep understanding of, and commitment to, the provision of special education.
- show a commitment to learning, teaching and inclusion.
- demonstrate proven ability to lead teaching and learning, embedding whole-school approaches that raise standards.
- be an effective administrator and communicator, managing resources and systems efficiently.
- demonstrate strong interpersonal skills by showing excellent communication skills and ability to foster positive relationships.
- demonstrate collaborative leadership skills.

Applicants must have a minimum of five years' recognised teaching service, two of which must be in a recognised primary school within the Republic of Ireland. In addition, the following criteria are desirable:

- Qualification in Leadership and Management.
- Qualification in Special Education Teaching.
- School leadership experience in teaching, learning and curriculum development.

Appointment will be subject, but not limited to:

- satisfactory references
- current & continuing Teaching Council registration
- current vetting requirements
- Occupational Health screening.

Please note the following:

1. Applications to be emailed by 3p.m. on Thursday, 15th October 2026.
2. Please write 'Deputy Principal Application' as email subject.
3. Only shortlisted applicants will be contacted.
4. Applicants should note that canvassing will disqualify an application.
5. Interviews will be held on Thursday, 22nd October 2026.

[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
- Recognised Certificate to Teach Religious Education

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number:	20124G
Apply To:	The Chairperson at the following email address: stmarysapplication@hotmail.com
County:	Longford
Website:	https://sites.google.com/view/smnsetown