



Notice of vacancy for Deputy Principal

The Board of Management of St. Brigid's G.N.S. hereby give notice of a vacancy for Deputy Principal. The appointee will become part of the leadership and management team of the school. The post is open to external candidates and a notice has been posted on www.educationposts.ie. The duties of the post are as outlined below and are subject to change in line with Circular Letter 0070/2018.

Domain one: Leading Teaching and Learning

- Support the Principal in the co-ordination of special educational needs (SEN) provision
- Assist the Principal in leading curricular and organisational whole-school planning
- Co-ordinate, organise and develop one curricular area (yet to be specified)
- Lead a team responsible for the development; implementation and monitoring of the Digital Strategy to further embed the use of ICT into teaching, learning and assessment.

Domain Two: Managing the Organisation

- Assist the principal with the day-to-day management of the school and deputise for the principal in her absence or unavailability, carrying out all duties of the principal when so required
- Shared preparation for staff meetings, school planning days, rosters and school events etc.
- Act as DDLP and assist in reviewing the Child Safeguarding and Risk Assessment Statement
- Assume joint responsibility for Health and Safety including leading the annual health and safety audit

Domain Three: Leading School Development

- Continue to uphold and nurture the Catholic ethos of St. Brigid's G.N.S.
- Promote and support the development of the school as a Values School
- Lead the School Self-Evaluation process, in collaboration with the Principal and ISM, and facilitate the ongoing engagement and participation of all staff and pupils in the SSE process.
- Manage, lead and mediate change to respond to the evolving needs of the school and to changes in education
- Support the principal in maintaining St Brigid's positive school climate
- Assist the Principal in reviewing, formulating and updating school policies in consultation with all relevant stakeholders.

Domain Four: Developing Leadership Capacity

- Assist the principal in the promotion of targeted in-house and external continuous professional development opportunities for staff, thus contributing to their professional growth and also ensuring that the strategic needs of the school are being met
- Build relationships and professional networks with other school leaders and with external agencies to support the ongoing professional development of the staff
- Review and reflect on the role of Deputy Principal and engage in continuous professional development to support the role
- Submit an Annual Report to the Principal and Board of Management re the fulfilment of the post.



Applications should include a letter of application, list of referees, details of teaching council registration and Curriculum Vitae, highlighting all leadership and management experience to date.

Teachers who wish to apply for the vacant leadership and management post should do so by email to stbrigidsrecruitment@gmail.com or by post, addressed to Fr. Richard Sheehy (Chairperson), 50 Cremore Road, Glasnevin, Dublin 11 by 4.00 pm on Friday June 7th.