ADVERT ID 132372

Deputy Principal

St Paul's National School

Dooradoyle Limerick V94 Y62V
https://www.stpaulsdooradoyle.ie

MAIN DETAILS

Status:	Deactivated
Level:	Primary
Date Posted:	Thu Mar 12 2020 20:39:30
Application Closing Date:	Tue Mar 31 2020
Commencement Date:	Mon Aug 31 2020
Status of Post:	Permanent

SCHOOL DETAILS

School Type:	Mainstream
School Structure:	Vertical
Gender:	Co-Educational
School Patronage:	Catholic
Total No. of Teaching Staff:	37
Current Enrolment:	579
Droichead school:	Yes

POST DETAILS

Additional Information:

1. Circular 0044/2019 states: “While the Principal is ultimately responsible to the Board of Management for the management and leadership of the school, the Deputy Principal occupies a position of vital importance with the senior leadership team in a school. Shared leadership requires openness and willingness on the part of Principals and Deputy Principals to share and 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 roles and acts or deputises in the Principal’s absence.”

The Deputy Principal has specific responsibility for agreed duties as listed under the following Domains:
? Leading Teaching and Learning
? Managing the Organisation
? Leading School Development
? Developing Leadership Capacity

The Deputy Principal will co-operate in partnership with the Principal, on a day to day basis, in the fulfilment of the Principal’s role, including:
? Managing teacher accountability and planning.
? Assisting with the organisation of the Parent/Teacher Meetings.
? Deputising in the Principal’s absence.

2. The Deputy Principal will work with the Principal, Assistant Principals and teaching staff to engage with and manage a changing curriculum.
? Taking lead responsibility, with the principal and relevant staff, in managing change in an agreed curricular area each year e.g. English, Maths, Irish etc. This will depend on the changing needs of the school.
? Taking a lead role with the Principal in the co-ordination of School Self – Evaluation

? Working with relevant post holders and staff to introduce new curricular structures.

3. The Deputy Principal will co-ordinate across the spectrum of Teacher Education, engaging with School Placement, mentoring NQTs and new staff, providing and promoting teacher CPD, while highlighting leading practice.
? Working with the principal and others as part of the 'Droichead' support team.

The Deputy Principal will assist the Principal to ensure the provision of accessible, inclusive education of a high standard to all children with additional educational needs, through the management of all available resources. This includes:
? Organisation of the allocation of support time to children with SEN as per the New Model of SEN Support and in line with agreed criteria
? Organisation of applications for assessments and liaising with SEN professionals and parents
? Co-ordinating the allocation and timetabling of SEN team and SNAs
? Liaising with the SSLD class teachers and the Speech and Language Therapists, Occupational Therapists, NEPS and other psychologists.
? Liaising with all teachers regarding Special Educational Needs.

4. The Deputy Principal will organise Junior Assembly (Juniors to 2nd Class) at least twice a term.

5. The Deputy Principal will communicate to all staff information about in-service training, school visits and musical events.
? Create a violin ensemble and organise violin lessons in conjunction with the Redemptorist School of Music.
? Create School Yard supervision Rota's for the school day including before school supervision, in school supervision and after school supervision.
? Will divide classes in the event of a teacher being absent.
? Will maintain a list of teachers on EPV days.
? Will liaise with educational publishing companies particularly in relation to books/materials/equipment required by teachers annually.

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 Leadership and Management team

APPLICATION REQUIREMENTS

- Standard Application Form for Principalship/Deputy Principalship
- Letter of Application
- Referees (name, role, contact no.)
- Teaching Council Registration

Applications may be submitted by

- Post

APPLY TO THIS JOB VACANCY

Roll Number:	19336O
Apply To:	Mr. John Coady, Chairperson St. Paul's School Dooradoyle Limerick. V94 Y62V
County:	Limerick
Enquiries To:	stpaulsdooradoyle@gmail.com 061 30 66 45
Website:	https://www.stpaulsdooradoyle.ie
Further Information:	https://www.educationposts.ie/page/resources/standardapplicationforms

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