

ADVERT ID 229099

## Deputy Principal

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### St Marks Special School

Station Road Piercetown Newbridge N/A  
<https://www.stmarksnewbridge.com>

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#### MAIN DETAILS

**Status:** Deactivated  
**Level:** Primary  
**Date Posted:** Tue Jan 14 2025  
**Application Closing Date:** Wed Jan 29 2025  
**Commencement Date:** Mon Mar 3 2025  
**Status of Post:** Permanent

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#### SCHOOL DETAILS

**School Type:** Special School  
**School Structure:** Vertical  
**Gender:** Co-Educational  
**School Patronage:** Other  
**Total No. of Teaching Staff:** 17  
**Current Enrolment:** 120  
**Droichead school:** Yes

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#### 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 Marks Special School invites applications for the position of Deputy Principal. This is a permanent position, with an expected commencement date in March 2025. The appointment will be made via open competition under the terms of Circular 0044/2019.

Applicants must be fully registered with the Teaching Council (Route 1, 2 or 4) 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.

The Deputy Principal will support the Principal in the day-to-day management of the school and in accordance with Circular 0044/2019, as the needs of the school continuously evolve, a review of duties may result in the reassignment of the roles and responsibilities within the leadership and management team.

Also as per Circular 0044/2019, the Deputy Principal co-operates with the Principal in the fulfilment of the Principal's role, will act or deputise as the Principal in the absence of the Principal and will work in partnership with the Principal to ensure the effective leadership and management of the school.

The roles and responsibilities of this post are subject to review and change according to procedures set out in Circular 0044/2019. The responsibilities of the role will, at times, require the successful candidate to participate in the leadership role outside of the standard school day. The Deputy Principal will work in collaboration with the Principal to ensure that all students have a positive educational experience and that there is strong leadership across the school.

The roles and responsibilities for this post relate to the four domains of leadership and management as specified in Circular 0044/2019 as follows:

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

Shortlisting and the interview process will require candidates to successfully demonstrate the following:

- Proven leadership skills, including policy development and implementation and prioritising, planning and organising the workload
- Proven ability to work as a member of a team in a collaborative manner
- Long-term strategic planning for the development of the school
- Evidence of a high level of commitment to Continuous Professional Development
- The ability to promote a culture of learning and creativity in school
- An understanding of School Self-Evaluation (SSE) and school improvement processes from development to implementation.
- Effective interpersonal, communication and people management skills
- A clear understanding and knowledge of special education, inclusive education and diversity in education
- Demonstrated capacity and knowledge of teaching in the area of Special Educational Needs, with particular emphasis on knowledge of students presenting with Mild General Learning Difficulties
- An ability to work with staff and outside agencies to promote pupil wellbeing and provide children with the knowledge, skills and competencies to help them deal with challenges
- A proven ability to work collaboratively with all staff members, the Board of Management and the wider community

Appointment is subject, but not limited to, satisfactory references, current and continuing Teaching Council registration, current vetting requirements and Occupational Health Screening.

Applicants should demonstrate the desirable skills set out in the criteria for the post. Candidates may be shortlisted on the basis of the core criteria and desirable skills.

Invitations to interview will be sent via email.

Applications via email only to [vacancies@stmarksnewbridge.com](mailto:vacancies@stmarksnewbridge.com)

#### 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.)
- Teaching Council Registration

Applications may be submitted by

- Email

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 19455W  
**Apply To:** Chairperson of the Board of Management via  
[vacancies@stmarksnewbridge.com](mailto:vacancies@stmarksnewbridge.com)  
**County:** Kildare  
**Enquiries To:** [vacancies@stmarksnewbridge.com](mailto:vacancies@stmarksnewbridge.com)  
**Website:** <https://www.stmarksnewbridge.com>

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