

ADVERT ID 232976

Deputy Principal

St Stephen's NS

Johnstown Educational Campus Navan (An Uaimh) C15AE03
<https://www.ststephensns.ie>

MAIN DETAILS

Status: Active
Level: Primary
Date Posted: Mon Apr 28 2025 12:07:26
Application Closing Date: Mon May 12 2025
Commencement Date: Mon Sep 1 2025
Status of Post: Permanent

SCHOOL DETAILS

School Type: Mainstream with Special Classes
School Structure: Vertical
Gender: Co-Educational
School Patronage: Catholic
Total No. of Teaching Staff: 53
Current Enrolment: 846
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:

St. Stephen's N.S. (under the Patronage of the Bishop of Meath Dr. Tom Deenihan), Roll Number: 201791, is inviting applications for the position of Deputy Principal.

This is for an administrative Deputy Principal permanent position. The appointment will be made via open competition.

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'.

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.

The Deputy Principal will work with the Principal and the In-School Leadership Team to support and develop effective leadership within the school. Specific Roles and Responsibilities for this position relate to the four domains of Leadership and Management as outlined in circular 0044/2019 as follows:

1. Leading Teaching and Learning
2. Managing the Organisation

- 3. Leading School Development
- 4. Developing Leadership Capacity

In line with the above domains and working closely with the Principal, the duties attached to the role involve whole school curricular development, policy development, day-to-day management of resources and personnel and long-term strategic planning for the future development of the school.

The successful candidate must hold a certificate to teach religion in a Catholic school. The Deputy Principal will be expected to uphold and promote the ethos, values, and traditions of the school. Candidates should have current and continuing Teaching Council registration and show evidence of and commitment to ongoing Professional Development. They must have an in-depth knowledge and experience of SEN, EAL and managing special classes.

Applicants must meet the eligibility criteria: Fully registered under Route 1 (Primary) with the Teaching Council and have 5 years recognised teaching service, two of which must be in a recognised primary school within the Republic of Ireland.

Applications by post only (marked Deputy Principal Vacancy) to the Chairperson of the Board of Management, at the following address:

Chairperson of the Board of Management,
St. Stephen's N.S.,
Johnstown Educational Campus,
Navan,
Co. Meath.
Eircode: C15AE03

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APPLICATION REQUIREMENTS

- [Standard Application Form for Principalship/Deputy Principalship - in English](#)
- Letter of Application
- Referees (name, role, contact no.)
- Copy of Certificates, Diplomas, Degrees
- Teaching Council Registration
- Recognised Certificate to Teach Religious Education

Applications may be submitted by

- Post

APPLY TO THIS JOB VACANCY

Roll Number:	201791
Apply To:	Chairperson, Board of Management, St. Stephen's N.S. Johnstown Educational Campus Navan (An Uaimh) C15AE03
County:	Meath
Enquiries To:	info@ststephensns.ie
Website:	https://www.ststephensns.ie