

ADVERT ID 235791

## Deputy Principal

### St Colmcilles NS

The Quay Westport F28 W267  
<https://www.quayschool.ie>

#### MAIN DETAILS

**Status:** Active  
**Level:** Primary  
**Date Posted:** Fri May 30 2025 10:37:59  
**Application Closing Date:** Fri Jun 13 2025  
**Commencement Date:** Mon Sep 1 2025  
**Status of Post:** Permanent

#### SCHOOL DETAILS

**School Type:** Mainstream  
**School Structure:** Vertical  
**Gender:** Co-Educational  
**School Patronage:** Catholic  
**Total No. of Teaching Staff:** 11  
**Current Enrolment:** 202  
**Droichead school:** Yes

#### POST DETAILS

##### Additional Information:

The Board of Management of St Colmcille's National School, The Quay, Westport (Roll No. 13145A) invites applications from suitably qualified persons for the post of Deputy Principal to take effect from the 1st September 2025.

This is a permanent appointment, and the appointment will be made via open competition as per the eligibility criteria and conditions laid out in Circular 0044/2019.

The Deputy Principal will:

1. Be expected to uphold and promote the ethos, values, and traditions of the school and show evidence of and commitment to ongoing professional development.
2. Be required to deputise for the principal in their absence, in all matters organisational/administrative and in relation to discipline within the school.
3. Work in conjunction with/under the direction of the principal.
4. Be expected to attend meetings before and after school, evening school events, meet with children each morning in the yard to welcome them and ensure effective morning supervision.
5. Lead reflective practice in relation to School Self-Evaluation, working with teachers, pupils and parents to implement a School Improvement Plan, particularly in relation to the National Primary Curriculum.
6. Work with the principal and others as part of the 'Droichead' support team.
7. Work with the principal and the In-School Management & 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 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.

Applicants should demonstrate the following Skills, Knowledge and Experiences:

- Evidence of continuing professional development and the ability to promote a culture of learning and creativity in the school.
- Proven leadership skills, including policy development and implementation.
- Proven ability to work as a member of a team in a collaborative manner.
- Experience in the development, implementation, operation and evaluation of innovative and evidence-based initiatives.
- Willingness to undertake continuous professional development.
- An in-depth knowledge of the New Primary Curriculum, a range of teaching experience and high level of understanding of SEN, EAL inclusion and differentiation.
- To work collaboratively with staff members towards effective implementation and regular review of the Special Educational Needs Policy in the school.
- An excellent level of understanding and knowledge of school leadership, management and administration in a primary school setting.
- A proven ability to work collaboratively with all staff members, parents, Board of Management, and the wider school community.

Only those shortlisted for interview will be contacted. Invitations to interview will be sent via email. A minimum of 3 valid applications are required for the competition to proceed.

#### APPLICATION REQUIREMENTS

- [Standard Application Form for Principalship/Deputy Principalship - in English](#)
- Letter of Application
- Copy of Certificates, Diplomas, Degrees
- Teaching Council Registration

Applications may be submitted by

- Email

#### APPLY TO THIS JOB VACANCY

<b>Roll Number:</b>	13145A
<b>Apply To:</b>	chairperson@quayschool.ie
	FAO: Mr Seamus Moran (Chairperson Board of Management)
<b>County:</b>	Mayo
<b>Enquiries To:</b>	<a href="mailto:chairperson@quayschool.ie">chairperson@quayschool.ie</a>
<b>Website:</b>	<a href="https://www.quayschool.ie">https://www.quayschool.ie</a>
<b>Application Form:</b>	<a href="#">Application Form for Deputy Principalship June 2025.pdf</a>