

ADVERT ID 251537

## Principal Teacher

### Ballybay NS

Kiltoom Athlone N37 RC82



#### MAIN DETAILS

<b>Status:</b>	Active
<b>Level:</b>	Primary
<b>Date Posted:</b>	Tue May 5 2026
<b>Application Closing Date:</b>	Fri May 22 2026
<b>Commencement Date:</b>	Thu Aug 27 2026
<b>Status of Post:</b>	Permanent

#### SCHOOL DETAILS

<b>School Type:</b>	Mainstream with Special Classes
<b>School Structure:</b>	Vertical
<b>Gender:</b>	Co-Educational
<b>School Patronage:</b>	Catholic
<b>Total No. of Teaching Staff:</b>	14
<b>Droichead school:</b>	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:

The Board of Management of Ballybay Central NS, under the Patronage of the Bishop of Elphin, invites applications from suitably qualified candidates for the permanent position of Administrative Principal Teacher, starting date August 27th 2026.

The current staff comprises 1 Administrative Principal, 9 Mainstream Class Teachers, 1 Special Class (ASD) Teacher, 3.75 SETs, a p/t EAL Teacher, 4 SNAs, secretary, caretaker and cleaner.

The roles and responsibilities for the post are set out in the four domains of Leadership and Management as specified in Department of Education Circular 0044/2019, Chapter 4.  
[https://www.into.ie/app/uploads/2019/08/cl0044\\_2019.pdf](https://www.into.ie/app/uploads/2019/08/cl0044_2019.pdf)

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

Applications must be submitted by post to:

The Chairperson, Board of Management of Ballybay CNS, The Parochial House, Ballybay, Kiltoom, Athlone, Co. Roscommon, N37 KD53.

Applications will not be accepted after 5:00PM, Friday May 22nd, the closing date.

Please mark 'Principal Application' on the envelope.

Please submit 3 copies of the standard application form and accompanying requested documentation.

Shortlisting will apply and those shortlisted will be invited to interview by email.

The appointment is subject to the confirmation of qualifications, a signed statutory declaration, Teaching Council registration, Garda vetting, occupational health requirements, satisfactory references, certificate to teach RE, and the Patron's approval.

A minimum of 5 valid applications is required for the competition to proceed.

The Principal will:

- Promote and uphold the Catholic ethos of the school.
- Foster a positive, respectful and collaborative school culture of faith.
- Lead and support teaching and learning, including curriculum development and implementation.
- Support and work collaboratively with all staff in all aspects of school leadership and management.
- Support staff professional development, mentoring and capacity building.
- Contribute to school self-evaluation, policy development and implementation.
- Promote student voice, well-being and active participation across the school.

Candidates should demonstrate:

- A clear understanding of and commitment to the school's Catholic ethos.
- Proven leadership capacity with the management skills needed to administer the school on a day-to-day basis.
- An in-depth knowledge of the Primary Curriculum Framework and a broad range of teaching experience.
- A thorough working knowledge of special education needs and the management of a Special Classroom.
- Excellent people management, interpersonal and communication skills.
- Experience in fostering inclusive and innovative teaching practices.
- A commitment to and evidence of continuing professional development especially in the area of school leadership.
- Proven ability to work as part of a team and to foster leadership in others.
- Previous experience in policy formulation and implementation.

Desirable:

- Leadership experience (formal or informal).
- Proven capacity to empower staff and promote distributed leadership.
- Strong IT skills in administration and teaching, and experience in Google platforms.

#### 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.)
- 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:** 19534S  
**Apply To:** The Chairperson, Board of Management of Ballybay CNS,  
The Parochial House  
Kiltoom  
Athlone  
N37 RC82  
**County:** Roscommon