

# *St Michael's College, Enniskillen*



## **JOB DESCRIPTION**

**POST OF:**

**PRINCIPAL**

***(FROM 1<sup>ST</sup> SEPTEMBER 2025)***

# ST MICHAEL'S COLLEGE, ENNISKILLEN

## JOB DESCRIPTION



### **PRINCIPAL OF ST MICHAEL'S COLLEGE**

#### **School Context**

St. Michael's College is a leading Catholic Diocesan Voluntary Grammar School with an excellent record of academic achievement. The College operates under the trusteeship of the Fermanagh Roman Catholic Board of Education and has developed a rich tradition since its foundation in 1903 as a Diocesan College for the Diocese of Clogher.

The Aims of the College are:

- To complement the work of parents who are the primary educators of their children.
- To foster a Catholic ethos wherein students are helped to understand and follow the teaching of Christ and His Church.
- To create for students a caring, supportive community where learning is enjoyable.

There are currently 704 boys on roll in the age range 11 to 18.

#### **Purpose of Post**

The Principal will lead and manage the College ensuring the development and achievement of the College's aims and objectives in relation to its ethos and educational provision. He/She will lead and work with the Senior Leadership Team and entire staff to ensure continued whole-school improvement and to shape the strategic direction and development of the College.

#### **The Post-holder**

The Board of Governors is seeking to appoint a dynamic, energetic and innovative leader who will be passionate in assisting students to ensure that they all achieve their academic and personal potential.

The Principal will display an enthusiastic and inspirational approach in motivating all students and staff and in engaging with parents and the whole community in promoting St Michael's College.

#### **Reporting Relationships**

The Principal is responsible to the Board of Governors and the Trustees.

## **Statutory Duties**

The responsibilities set out below are examples of the main responsibilities and activities of the post. It is not intended to be an exhaustive list of all the Principal's duties and responsibilities. The full professional duties of the post are as set out in Schedule 1, Regulation 4, of the Teachers' (Terms and Conditions of Employment) Regulations (NI) 1987, as amended by Department of Education Circular, from time to time, and is included in the application pack.

## **Main Responsibilities**

The Principal is responsible to the Board of Governors of the College for:-

1. The preservation and enhancement of the distinctive Catholic ethos of the College.
2. The implementation of College policies and the day-to-day management of the College.
3. Implementing high standards of Pastoral care, Wellbeing and Safeguarding of the College community.
4. The management, development and delivery of an appropriate curriculum and pathways, in accordance with Department of Education legislation and guidance.
5. The raising, maintaining, monitoring and evaluation of the educational standards of the College.
6. Ensuring the highest possible level of performance in public examinations.
7. The provision of opportunities for all students to achieve fulfilment in their studies and to develop qualities and values which will assist and sustain them in adult and working life.
8. Providing the Board of Governors with regular updates and reports as required.
9. The management, development, motivation and leadership of all staff.
10. The development and maintenance of positive relationships between the College, parents and wider community.
11. Leading the College and its community through the review of post-primary education and its outworking.
12. The promotion of positive behaviour strategies for all students and ensuring a high standard of discipline.
13. Ensuring the:-
  - financial management of the College resources;
  - ongoing capital development of the College campus; and
  - security, maintenance and upkeep of the College

## **Key Objectives**

The Principal will specifically be required to:-

1. Implement the College Development Plan and keep it under review in relation to its effectiveness.
2. Review, develop and maintain an appropriate staffing and management structure for the College.
3. Create and develop a shared vision for the College amongst students, parents, staff and Governors.
4. Implement Performance, Review and Staff Development Policy throughout the College.
5. Ensure high quality teaching and learning takes place for all students and ensure that the needs of all pupils are addressed including students with special educational needs.
6. Promote extra-curricular activities, monitor and evaluate their quality, effectiveness and uptake.
7. Work in collaboration with other schools and outside agencies to provide effective partnerships for the educational and formational benefit of the College's students.
8. Maintain and develop commercial opportunities with external organisations.
9. Promote the College in the local community.

In discharging these responsibilities, the Principal, in conjunction with the Board of Governors, will develop the Senior Leadership Team and the management structures within the College. The Principal will be required to lead the Senior Leadership Team and to utilise existing expertise.

The function of the Senior Leadership Team will include assisting in the delivery of the College Development Plan and promoting ownership of it amongst College staff and stakeholders so as to achieve its successful implementation.

**CATHOLIC SCHOOLS WELCOME APPLICATIONS FROM CANDIDATES FROM ALL RELIGIOUS FAITHS AND FROM THOSE WHO DO NOT IDENTIFY AS HAVING ANY RELIGIOUS FAITH.**