

# St. Michael's College, Enniskillen



## Post of Principal

### Person Specification

The criteria in the Person Specification under Qualifications/Attainments and Experience constitute the shortlisting criteria. The remaining criteria under Knowledge/Skills and Personal Qualities will be assessed at interview. The Board of Governors reserves the right to enhance the criteria, if necessary, to order to facilitate a manageable shortlist.

	ESSENTIAL CRITERIA	DESIRABLE CRITERIA
	Applicants must at the closing date for applications:	Preference may be given to those candidates who at the closing date for applications:
<b>Qualifications/ Attainments</b>	1. Hold a teaching qualification which meets the requirements for recognition to teach in schools in Northern Ireland.	<ul style="list-style-type: none"> <li>• Have successfully completed an additional post graduate (or equivalent or higher) qualification in Education or Education Management.</li> <li>• Demonstrate evidence of continued and current professional development in school leadership.</li> </ul>
<b>Experience</b>	<p>2. Have <u>a minimum of 10 years</u> post qualification teaching experience in post-primary education <b>and/or</b> equivalent experience in an affiliated educational body, working in an area that relates to the post-primary sector, within the <u>last 13 years</u>.</p> <p>3. Currently hold or have held for a <u>minimum of 3 continuous years AND</u> within the <u>last 7 years</u>:</p> <ul style="list-style-type: none"> <li>• SLT membership, at a <u>minimum of Teaching Allowance 4</u> (not through an accumulation of Teaching Allowances) in a school with a Sixth Form; <b>and/ or</b></li> <li>• A post of Principal or Vice-Principal; <b>and/or</b></li> <li>• A post with leadership and management experience within an affiliated educational body.</li> </ul> <p>The above promoted posts may be in an acting capacity. The above excludes Special Needs Allowances awarded solely for teaching pupils with Special Educational Needs.</p> <p>4. Demonstrate curriculum and/or pastoral experience at senior leadership level.</p>	<ul style="list-style-type: none"> <li>• Demonstrate evidence of leading a staff team/s on an aspect of whole school improvement.</li> <li>• Are serving Principals or Vice-Principals in a school with a Sixth Form and an enrolment of a minimum of 500 pupils.</li> <li>• Demonstrate experience of leading self-evaluation, at a whole school level, preferably linked to SDP targets culminating in school improvement.</li> </ul>

**The successful candidate must demonstrate the following extensive knowledge and highly developed skills:**

**Knowledge/Skills**

Shaping the Future:

- demonstrate the ability to work with the entire school community to create a strategic vision for the School;
- knowledge of School Development Planning and the ability to lead strategic planning for the School;
- the capacity to motivate others;
- be creative and articulate the vision.

Leading, Learning and Teaching:

- the ability to raise the quality of learning and teaching;
- knowledge of how to raise standards;
- awareness of new educational developments;
- understanding curricular design and an awareness of the importance of extracurricular and enrichment activities.

Developing Self and Working with Others:

- ability to develop and foster good working relationships;
- ability to communicate effectively;
- ability to oversee appointments procedures;
- ability to oversee and lead effective teams;
- capacity to prioritise and manage workload of self and others.

Managing the Organisation:

- ability to oversee and develop organisational structures and functions;
- use of self-evaluation procedures;
- knowledge of PRSD;
- knowledge of financial management as well as efficient and effective deployment of resources;
- capacity for decision making and delegation;
- commitment to maintaining a fair and responsive organisational culture;
- ability to develop, utilise and apply policies appropriately and with sensitivity.

Securing Accountability:

- knowledge of statutory frameworks for education;
- knowledge of roles and responsibilities linked to accountability;
- ability to manage performance at all levels;
- ability to analyse data to lead to school improvement;
- capacity to communicate a coherent account of the school's progress and achievements.

<b>Knowledge/Skills Continued</b>	<p><u>Strengthening Community:</u></p> <ul style="list-style-type: none"> <li>• capacity to engage with the wider school community;</li> <li>• ability to promote effective partnerships;</li> <li>• knowledge of the wider educational landscape;</li> <li>• ability to collaborate and work effectively with other educational establishments and outside agencies.</li> </ul>
	<b>The successful candidate must demonstrate the following Personal Qualities</b>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Have and demonstrate a commitment to the ethos and values of St. Michael's College.</li> <li>• Personal enthusiasm, energy and determination.</li> <li>• Caring, child-centred approach.</li> <li>• Assertiveness and self-confidence.</li> <li>• Integrity, sense of fairness and personal honesty.</li> <li>• Emotional intelligence, sensitivity, tact, discretion and adaptability.</li> </ul>