Pobalscoil Inis Díomáin
Ennistymon Community School

Advertisement for Assistant Principal II (1 Permanent and 1 Acting)

POST OF RESPONSIBILITY VACANCIES

Post of Assistant Principal II **Number of Posts: 2 (1 Permanent and 1 Acting)**

The Board of Management of Ennistymon Community School invites applications from eligible candidates for the above post(s).

Please note that a panel will be established for any acting posts of responsibility at this level that may arise during this academic year. The panel will cease to exist at the end of the academic year 26/27.

The post will be filled in accordance with Circular Letter 0003/2018 and Information Note TC 0008/2025. Applicants should familiarise themselves with this Circular https://www.education.ie/en/Circulars-and-Forms/)

The appointee will become part of the Leadership and Management Team in the School.

The roles and responsibilities of the post will be based on the Leadership & Management needs and priorities of the school and will be commensurate with the level of the post.
Eligibility criteria:

Assistant Principal II:

- *be fully registered with the Teaching Council under route 2 or under route 3 as per the accompanying clarification issued by DES in June 2018.*
- *have a minimum of 1 year's teaching service recognised by DEY for incremental credit purposes.*

The post will be interviewed and marked in accordance with the criteria and marking scheme in circular letter 0003/2018.

Leading Learning and Teaching (25 marks)	**Managing an Organisation** (25 marks)
Leading School Development (25 marks)	**Developing Leadership Capacity** (25 marks)

November 2026

Note:

- Appointment to the post of responsibility will be conditional on the teacher being available to carry out the roles and responsibilities assigned to the post.
- Selection Board and interviews shall be as outlined in DE Circular Letter 0003/2018.
- The Appeals procedure outlined in Circular Letter 0003/2018 applies.
- A panel in order of merit shall be formed from this competition for all remaining AP II posts for this academic year (26/27).
- Candidates are referred to the following which are posted on the staff notice board:
    - the full list of identified Leadership and Management needs and priorities of the school.
    - The list of postholders, level of their post and summary of their roles and responsibilities.

Applications should be made on the official Post of Responsibility Application Form which is available from: www.ennistymoncs.ie (Recruitment Section) and on the Staff SharePoint Site.

Closing date for receipt of completed applications is:

Monday 16th November 2026 at 5pm.

Interviews are provisionally scheduled for week of: To be Confirmed.

Candidates are advised that late applications cannot be accepted.



SIGNED: DATE: 2nd November 2026.

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Orla Conway
Secretary, Board of Management

November 2026