



153 Roemill Road
Limavady
Co L'Derry
BT49 9EX

Tel: 028 777 68695

Roe Valley Integrated Primary School

'Shared Education – Shared Future'

Vice Principal Personnel Specification

Qualifications	
<p>Essential Criteria 1</p>	<p>The criteria that will be applied at shortlisting is as follows: Applicants must at the closing date for applications:</p> <ol style="list-style-type: none"> 1. Hold a teaching qualification which meets the requirements for recognition to teach in schools in Northern Ireland.
<p>Desirable Criteria 1</p>	<p>Preference may be given to those applicants who:</p> <ol style="list-style-type: none"> 1. Have successfully completed/hold an additional post graduate (or equivalent or higher) qualification in Education/leadership.

Experience	
<p>Essential Criteria 2</p>	<p>The criteria that will be applied at shortlisting is as follows (please note that experience must be accrued by the closing date for receipt of completed applications):</p> <ol style="list-style-type: none"> 1. Have a minimum of *5 years post qualification teaching experience in primary education within the last *10 years; 2. Currently hold or have held for a minimum of *3 years AND within the last *8 years: <ul style="list-style-type: none"> • A promoted post of at least Teaching Allowance *1;



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	<p>3. Currently hold or have held for a minimum of *2 years AND within the last *8 years:</p> <ul style="list-style-type: none"> • A Leadership role and/or membership of a School Leadership Team; <p>The above promoted posts may be in an acting capacity.</p> <p>4. Evidence of how your leadership has led to school improvement;</p> <p>5. Evidence of involvement in strategic planning.</p> <p>* Excludes Special Needs Allowances awarded solely for teaching pupils with Special Educational Needs</p>
<p>Desirable Criteria 2</p>	<p>In the following order, preference may be given to those applicants who have:</p> <ol style="list-style-type: none"> 1. Experience of leading or co-ordinating a whole school area to include self-evaluation to promote school improvement; 2. Experience of using data to inform school development priorities at whole school level; 3. Experience of co-ordinating / including leading staff development in learning and teaching; 4. Experience of leading and developing an aspect of Pastoral Care; 5. Experience of more than six months in the role of Principal/Vice-Principal in a permanent or acting capacity.



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Essential Criteria 3	
Ethos	<p>The successful candidate must demonstrate:</p> <ol style="list-style-type: none"> 1. A positive commitment to Integrated education, all-ability education and inclusive child-centred education; 2. Evidence of a commitment to equality of opportunity and working in partnership with stakeholders.

Essential Criteria 4	
Knowledge	<p>The successful candidate must demonstrate extensive knowledge of:</p> <ul style="list-style-type: none"> • The Northern Ireland Primary Curriculum and current policies and procedures; • Effective classroom pedagogy and how to ensure high standards of teaching, learning and achievement throughout the school. Possess a knowledge and understanding of the importance of a school's 'Learning & Teaching' Policy, and its implementation to raise standards and ensure consistency in the school; • The role of Vice Principal and evidence an ability to relate positively with the Principal, pupils, colleagues, parents, governors and other stakeholders; • Current educational developments and the ability to evaluate and respond to new educational challenges and manage change effectively; • Effective data management; • Effective organisational management including the appropriate deployment of resources; • Strategies to build and strengthen the position of the school in the community including extended school provision; • New technologies and their use and impact within a Primary School environment.



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<p>Skills</p>	<p>The successful candidate must demonstrate highly developed skills in order to:</p> <ul style="list-style-type: none"> • Lead, motivate, manage, challenge and enthuse others; • Fully support, promote and develop our Integrated ethos throughout and across our school. Articulate this vision for the future of the school; • Develop good relationships at all levels and promote a collaborative and team approach among staff, pupils, parents and governors; • Lead strategically and develop self and others in order to achieve outcomes; • Promote, achieve, monitor and evaluate high standards of teaching, learning and achievement throughout the school; • Develop effective partnerships between the school and the local community; • Communicate effectively orally and in writing; • Organise and prioritise workload effectively; • Deal with staffing matters in accordance with school policies and procedures; • Manage time effectively.
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<p>Essential Criteria 5 Personal Qualities</p>	<p>The successful candidate must demonstrate:</p> <ul style="list-style-type: none"> • Vision; • A sound value system; • Enthusiasm and motivation; • Assertiveness and confidence; • A caring child centred approach; • Integrity; • Advocacy and empathy; • Discretion; • An ability to cope under pressure; • Tact and diplomacy; • Decisiveness; • Adaptability.
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The Board of Governors reserves the right to enhance the essential criteria if necessary in order to facilitate a manageable shortlist.

Applicants must be registered with the General Teaching Council for Northern Ireland (GTCNI) upon taking up employment.

Only the information provided on the application will be used to complete the shortlisting, as such the onus is on candidates to provide sufficient detailed information on their application forms in order to demonstrate how they meet each of the criteria. Failure to do so may result in a candidate not being shortlisted since selection panels cannot make assumptions in the absence of essential information.

DISCLOSURE OF CRIMINAL BACKGROUND

The Safeguarding Vulnerable Groups (Northern Ireland) Order 2007 defines working directly with children or young people or in specified places as 'regulated activity'.

In the event that you are recommended for appointment to a post that involves 'regulated activity', the Education Authority/employing authority will be required to undertake an Enhanced Disclosure of Criminal Background. **Please note that you WILL be expected to meet the cost of an Enhanced Disclosure Certificate. Details of how to make payment will be sent to you at the pre-employment stage.**