

Person Specification – Principal

**Kerry College Clash Road and Denny St. Campuses**

**To qualify for appointment candidates must have:**

**Essential Criteria:**

* A recognised post-primary teaching qualification.
* A minimum of 5 years’ satisfactory teaching experience or equivalent.
* Registration in accordance with Section 30 of the Teaching Council Act 2001.
* Senior Management Experience

**Desirable Criteria:**

* Experience of leadership, management and administration at a sufficiently high level.
* A proven track record in Curriculum Leadership and Change Management.
* Evidence of commitment to the core values of Kerry Education and Training Board: respect, quality, equality, inclusion and learning.
* A proven track record in Course delivery and development in Further Education and Training or equivalent courses.
* A thorough understanding of FET Quality Assurance, Validation and Certification process for QQI and other Awarding and Professional Bodies.

**Core Competencies Required:**

1. Leadership Skills.

* Promotes the building of a College community in accordance with the values of the College’s mission statement.
* Focuses on improving instruction to enable teachers to teach at their best and students to learn at their utmost.
* Fosters a climate of trust that motivates and inspires others to commit to ongoing development that will support the educational goals/objectives of the College.
* Ensures that results are achieved in a caring and compassionate environment.
* Ability to encourage a shared sense of purpose.
* Ability to facilitate College development planning.
* Ability of lead effective curriculum planning.
* Ability to lead and manage change

1. Organisational Management and Administrative Skills.

* Uses a range of system supports and processes to establish a systematic course of action for self and/or others to ensure accomplishment of objectives.
* Sets priorities, goals and timetables to ensure effective use of time and all resources.
* Employs, monitors and maintains acceptable accounting procedures in the maintenance of all fiscal records.

1. **Strategic Development & Management Skills.**

* Demonstrates the ability to take a broad and long term view of the needs of the College’s purpose and objectives.
* An ability to plan strategically
* Ability to manage change effectively.

1. **Self-awareness and Self-management Skills.**

* The ability to accurately perform self-assessments on practice
* The ability to develop personally and professionally

1. **A Clear Vision for the development of Education and Training**

* Understanding of current education and training needs locally and nationally.
* Strategy to respond to education and training needs.
* An understanding of the need to engage directly with employers, statutory agencies and

other providers

1. **Commitment to Professional Development.**

* Commitment to continuous professional development. Participation in regular professional development, through in-service, reflective practice and membership of relevant subject association.
* Ability to assess and respond to staff professional development needs.

1. **Communication**

* Set up excellent communication structures/policies and procedures with staff, learners, Kerry ETB, Governance Board and all partners and stakeholders
* Set a standard and code for communication in the college in terms of tone, response, methods and appropriateness.
* Set up good communication structures to the wider community from College and to ensure that the College has effective and positive public relations.
* Embrace modern methods of communication e.g. on line, bulletin boards, information technology systems social media and bloggers etc.

1. **Commitment to Kerry ETB Core Values**

* Commitment to the Core Values of Kerry ETB of Respect, Quality, Equality, Inclusion and Learning.
* Commitment to inclusive teaching practices and to ensuring that the College prevents and combats discrimination.
* Create and maintain a climate of respect and fairness for all staff and students

**The successful candidate will:**

* Be a leader, committed to the highest standards of education and training provision, administration and governance
* Have a passion for education and training
* Have strong people management and organisation skills
* Be a visionary and have experience in delivering projects through teamwork
* Be community minded and conscious of the role the College plays in the local community
* Be dynamic, driven and capable of the development of a modern College of Further Education and Training to the highest standards