



# St Ursula's Convent School

## A Humanities College and Teaching School

### DESIGN TECHNOLOGY & ART TECHNICIAN VACANCY

<b>Grade</b>	Scale 2
<b>Hours</b>	18 hours per week (three days 08:30-15:30 with 1hr unpaid lunch break)
<b>Weeks</b>	39 weeks per year (term time + INSET)
<b>Salary</b>	£21,408-£21,795 pro rata
<b>Start</b>	ASAP

We are seeking to appoint a Technician to provide support in our Design Technology and Art Departments.

The successful applicant will:

- Be able to work both as part of a team or unsupervised, prioritising own work and meeting deadlines.
- Support the DT and Art departments with purchase, handling and maintenance of resources and equipment.
- Assist and advise teaching staff on the preparation and layout in classrooms for practical exercises, running trials, demonstrations and helping students with learning activities as appropriate.
- Be ICT literate with good administrative and organisational skills.
- Be up to date with health and safety regulations and with developments in practical Design Technology and Art, attending relevant courses and reading publications.

#### **What we can offer you:**

- Constant feedback outlines that the school is welcoming, friendly and supportive.
- Opportunities and encouragement to develop both personally and professionally.
- You can ensure that your well-being is a high priority.

#### **St Ursula's Convent School is an outstanding school where:**

- Students are ambitious and aspire to be the very best
- All staff have exceptionally high standards and expectations
- Senior Leaders and all teachers are passionate about making a difference
- Governors are strongly supportive of the school.

St Ursula's is an outstanding, highly oversubscribed Catholic girl's school with a reputation for excellence (Ofsted 2015, 2010 & 2007). As a Teaching School, we are strongly committed to the ongoing professional development of all staff. We are committed to safeguarding and protecting the wellbeing of children and young people and expect all staff to share this commitment. **Only fully completed 'support staff application forms' can be considered; please do not submit a standalone CV.** An enhanced DBS is required for all successful applicants.

Full details including a support staff application form can be found on the school website [www.stursulas.com](http://www.stursulas.com)  
Completed application and / or any enquires should be sent to Luisa Element, PA to the Headteacher  
[lelement@stursulas.com](mailto:lelement@stursulas.com)

**Closing date for receipt of applications: Friday 24<sup>th</sup> September 2021 at 12 noon**  
**Interviews will be held week commencing 27<sup>th</sup> September 2021**

