



Job Title: Art Technician
Grade: Band 4, Points 5-6

The success of the Bridgwater and Taunton College Trust will be underpinned by two fundamental beliefs:

Students come first: First and foremost, the purpose of the Trust is to enable students to achieve their potential, and it is this principle that drives how we make decisions and how we act. It is expected that anyone who joins or forms part of the Trust shares this philosophy.

We are team players: Whilst every colleague has a specific role to fulfil, we expect all staff to communicate with compassion, treat others with positive regard, collaborate and behave with professionalism. In our colleagues we seek energy, passion, initiative and cooperation, as well as acting in a way that promotes a positive image of the Trust in the wider community.

Our values

We are ambitious, collaborative and inclusive.

We believe that every role contributes to our students achieving. We are a values driven organisation and strongly feel a shared sense of purpose. We behave in a way that puts our students at the forefront of our actions and decisions making, we champion equality of opportunity and respect our colleagues, our students and our community. We believe passionately that all individuals are entitled to learn and should be encouraged to do so.



Core Purpose

To assist in the teaching, delivery and maintenance of the Art and Photography Department.

To take responsibility for supporting the school in events, including visiting companies, assemblies, film shows and pupil bands.

To support any aspects of teaching and learning within the department as required.

Main Responsibilities

The responsibilities of this role could vary as a result of new legislation, changes in technology or policy changes. This job description is not an exhaustive list of tasks of the role.

- Support teaching staff and students within the classroom through the preparation, distribution and tidying of resources, and assisting with small group work where required.
- Prepare, maintain and organise resources for Art lessons, including materials, tools and specialist equipment.
- Monitor and manage stock levels, including ordering consumables, checking deliveries and maintaining appropriate storage of materials.
- Carry out routine safety checks in line with Health and Safety legislation and Academy policies.
- Maintain an inventory of Art equipment and resources.
- Ensure a safe and well-organised working environment within Art rooms and resource areas.
- Create, prepare and adapt resources to support teaching and learning within the Art Department.
- Update and maintain displays around the Academy, including classroom and exhibition displays.
- Mount GCSE and KS3 artwork for portfolios, moderation and display purposes.
- Assist with the organisation and preparation of Arts moderation.
- Support Academy productions, exhibitions and expressive arts displays as required.

Other Duties

- Attend mandatory training courses, e.g., Child Protection, Equal Opportunities and Health and Safety related courses
- Promote and celebrate an approach of equality, diversity and inclusion for all colleagues, students and external stakeholders.
- Responsible for the health and safety of themselves and others
- Responsible for the safeguarding of and promotion of wellbeing for both children and colleagues
- Be a team player and contribute towards the vision, culture and ethos of the Trust
- From time to time, you may be required to carry out other duties commensurate with the role.



Person Specification

Area to be assessed	Essential criteria	Desirable criteria
Safeguarding	Must be able to demonstrate a commitment to the safeguarding and well-being of children and young people.	
Qualifications/Experience	Must have at least 5 GCSEs at Grade C/Grade 4 (or equivalent) or above, to include English and maths.	
Knowledge/Skills	<p>To have exceptional communication skills.</p> <p>To have outstanding organisation skills.</p> <p>Ability to deal with competing demands</p> <p>Have the ability to be flexible and adaptable to meet the changing needs of the Academy</p> <p>Have a high degree of professionalism, discretion and able to maintain confidentiality</p> <p>Ability to work in a team</p>	Subject knowledge of Art would be desirable.