



Ellesmere Park
High School

Enriching Lives, Inspiring Ambitions

RECRUITMENT PACK

Art Technician



Consilium
Academies

Enriching Lives, Inspiring Ambitions

Welcome from the CEO

Dear Candidate,

Thank you for your interest in the position of Art Technician at Consilium Academies.

At Consilium, we believe in enriching lives and inspiring ambitions through our values of:

Partnerships

Opportunity

Integrity

Excellence

Equity

Being people-centred

We recognise the unique value of each individual, whether they are staff or students and are dedicated to ensuring that every member of our Trust reaches their full potential. To achieve this, we collaborate with stakeholders and external organisations to build relationships that enhance opportunities for all members across the Trust.

Our focus on being people-centred extends to providing exceptional professional development for all members of our Trust, including teaching and support staff. This commitment is reflected in our Centre for Professional Learning, where colleagues have access to tailored training opportunities and resources to meet their specific needs.

We firmly believe that every student, regardless of their background deserves an excellent education and an equal opportunity to fulfil their potential. This vision guides us in creating an environment where every pupil can thrive.

As part of our Trust, our academies align with collective aims, including prioritising holistic development of pupils academically, socially and emotionally. We aim to instil a passion for lifelong learning and continual improvement among our academies, staff and students, empowering them to pursue their aspirations and ambitions. Our goal is to create a family of academies that is inclusive and embraces diversity, fostering a supportive community where all members feel inspired and empowered to succeed. We also value our stakeholders as partners in our collaborative efforts with the communities we serve.

Consilium Academies is currently undergoing significant development with numerous opportunities for all staff. Joining us now presents an exciting prospect for professional and personal growth.

Michael McCarthy
Chief Executive Officer of Consilium Academies.

Welcome from the Headteacher

Dear Candidate,

Thank you for your interest in working at Ellesmere Park High School.

Our aims as a school are founded on the values that are encapsulated by our motto 'Vibrant, Inclusive, Proud'. We will ensure that all of our students experience the fullness of life by:

- Providing them with an exciting, engaging and rich education;
- Recognising and celebrating the unique nature of every child in our community;
- Celebrating the successes of our school and our community to the full.

I am very clear in what I want our school to deliver to our current and future students: the education that they deserve in a school that prepares them for successful and enriching lives. They deserve the very best education that can be provided. My leadership of the school will be defined by a desire to deliver this, to serve our community and to help make the ambitions of our community and young people a reality.

We are seeking to appoint a qualified, creative and enthusiastic individual to join our motivated team in a School that is committed to offering a warm, friendly and purposeful setting for all our students to flourish.

I can't think of a better time to join Ellesmere Park High School as we look forward to an exciting and bright future.

I look forward to hearing from you.

Kind regards,

J I Ross
Headteacher



About the School

Ellesmere Park High School is a co-educational academy, part of Consilium Academies, based in Salford, with approximately 750 students on role.

Our values of Vibrant, Inclusive, Proud are at the core of everything we do.

Vibrant: Our school is a vibrant school, where all are encouraged to be expressive, creative and enjoy their learning in a positive atmosphere.

Inclusive: Our school is an inclusive school, where all are valued and thrive in a safe, caring and supportive environment. We welcome everyone to our diverse community and encourage friendly and mutually respectful relationships.

Proud: Our school is a proud school, where all aspire to be successful in whatever they do. We strive to enable all to be lifelong learners, equipped to fulfil our dreams.

We aspire to make education lively, memorable and exciting. Ellesmere Park welcomes and nurtures people from diverse backgrounds with wide-ranging talents and abilities, and we actively strive to remove barriers.

Ellesmere Park High School will always strive to fulfil each child's potential and provide our students with a broad and balanced curriculum which will enable them to move on to college or work with the right skills and qualifications needed to maximise their life chances.

About the Trust

The Consilium Mission

“Enriching Lives, Inspiring Ambitions”

We are proud to be Consilium Academies, a Trust that believes in the unique value of each individual. Our vision, actions, and purpose are guided by this principle and a dedication to do all we can for the communities we serve.

We never put a ceiling on potential. Instead, we work with our Academies to provide high-quality education that is truly inclusive, giving every student the same opportunities to develop the skills and knowledge they need to thrive in life beyond the classroom.

We are committed to enriching the lives of all those involved in our Trust through an ambitious, student-centred approach to education.

Consilium Academies is a Multi-Academy Trust consisting of nine schools based across three hubs in Salford, South Yorkshire, and the North East of England.

We believe in inclusivity, both in the schools and communities we serve and are committed to working with our Academies to ensure our ethos is realised on a daily basis.

- The lives of our young people should be enriched by care, experience, and opportunity. This is achieved by;
- helping children and young people to succeed to their potential academically, socially, and emotionally;
- instilling a passion for lifelong love of learning and continued improvement so that our academies, staff, and students achieve their aspirations and ambitions;
- creating a family of academies that are inclusive and embrace diversity, where all members of the community feel supported, inspired, and empowered to succeed;
- ensuring all stakeholders are seen as partners in our work within the communities we serve.

The Trust operates a Central Team led by our Interim Chief Executive, Tracey Greenough. The team provide direct services to our schools as well as Trust-level accountability, leadership, and management. We operate a strong partnership model and our partner schools are instrumental in the continual growth and development of our Trust. We work with our schools in a supportive way that does not detract from the individual identity of a school, instead allows them to grow and focus on student achievement and success.

WE ARE PROUD TO OFFER THE FOLLOWING STAFF BENEFITS:

- Pension with the Local Government Pension Scheme and Teachers Pension Scheme
- 34 days annual leave plus bank holidays for all support staff (pro-rated for part-time employees)
- 36 hour working week for all full-time support staff
- Automatic pay progression for all staff in line with their current grading structure
- Enhanced contractual sick pay in line with the Burgundy Book and Green Book
- Employee Assistance Program with access to counselling and CBT 24 hours a day, 7 days a week
- Access to an Occupational Health Provider
- Free membership to Vivup. with hundreds of exclusive offers and discounts available online and in store at many shops, gyms, and restaurants
- An excellent CPD offer for every member of staff; to help you perform as well as you can in your role, provide you with a sense of wellbeing at work and to help you reach your career aspirations

About the Role

Job Title: Art Technician

Start date: 2nd September 2024

Hours: 32.5 hours, term time plus 5 days

Contract: Permanent

Salary: NJC Grade 4, Scale points 6-8, Actual Salary: £19,330 - £19,984

Do you have the drive, passion and commitment to deliver outstanding support? This is an opportunity to join a dedicated team of staff at Ellesmere Park High School, part of Consilium Academies who are committed to providing the best possible education for our pupils.

We are looking for an experienced, friendly and hard-working Art Technician to join our team.

We are looking for:

- An inclusive individual, with high expectations of their students, who is committed to maximising rates of progress and has innovative ideas to support all pupils
- Someone with a sense of humour, who understands the importance of developing a positive culture in our organisation.

If you feel you share our values, have the vision and drive for excellence and want to be part of an enthusiastic and dedicated team, committed to ensuring that students fulfil their potential, then we would like to hear from you.

The successful candidate will present the best possible example of professional standards to colleagues.

To apply please download and complete the attached application form. Please note we do not accept CV's. We ask that all completed application forms are sent to Hayley Silcock at Hayley.silcock@consilium-at.com

Please ensure that within your application you provide the names, addresses, and contact details for two referees, one of whom should be your current or most recent employer.

The closing date for applications is 12th July 2024

Interviews will take place on W/C 15th July 2024

Consilium Academies is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Appointments are made subject to an Enhanced DBS Check, and where applicable, a prohibition from teaching check will be completed for all applicants.

In accordance with our statutory obligations under Keeping Children Safe in Education Consilium Academies is required to conduct an online search as part of our due diligence on shortlisted candidates. This may help identify any incidents or issues that have happened, and are publicly available online, which Consilium Academies might want to explore with you. Further information on online searches can be found in paragraph 221 of Keeping Children Safe in Education.

The Trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.

Under Part 7 of the Immigration Act 2016, the Public Sector fluency duty requires state funded schools to ensure candidates for their customer facing roles have the necessary standard of spoken English.

Please note: If you have not been contacted within one week of the closing date please assume that your application has been unsuccessful on this occasion. We are unable to provide feedback on individual applications. Applications received after the closing time stated will not be considered.

Job Description

Job Title:	Art Technician
Grade:	NJC Grade 4
Reports to:	Head of Department

Primary purpose of the role

This appointment is a technical position supporting the smooth running of the Art department. The successful candidate is required to work closely with the teaching staff and to maintain stock levels of goods and equipment.

Main Duties and Responsibilities

- To carry out daily maintenance duties as specified by the Head of Art
- To maintain equipment, materials, facilities and services in the art studio in good condition
- To prepare specialist materials and equipment for use in lessons
- To document pupils work and to distribute work back to pupils
- To provide technical assistance to pupils during lessons and private study sessions
- To assist with reprographics and ICT administration
- To provide technical support to staff and pupils for ceramics, sculpture and to assist with firing and glazing
- To provide technical support for developing and printing in the darkroom
- To be responsible for art departmental displays and the preparation, mounting and installation of artwork around the School
- To provide skilled assistance to academic staff in preparation of teaching aids
- To maintain displays around the School
- Liaise with cleaners and maintenance staff
- One to one sessions with pupils.
- Regularly assist the Art staff in lessons.
- Monitoring timings of art exams.
- Assist in preparing cover work and equipment when art teachers are absent or taking part in exams.
- Attend all department meetings
- Assist in the creating of murals in primary schools i.e. seeing the space, discussing ideas, drawing the mural, ordering equipment and monitoring the actual painting of it.
- Attend art trips as necessary and help supervise pupils.
- Assist in the preparation of exam display work ready for marking and moderating.
- Attend all inset days.
- Take a register of all the pupils attending after school art sessions.
- Carry out break and lunch duties.
- Maintain and set up sewing machines and supervise when necessary.
- Maintain classroom displays within the department.

- Check that all the cameras are logged in and out.
- Assist pupils with Enterprise Projects.
- Actively take part in Enterprise activities including taking pupils out to venues and monitoring the selling of Enterprise stock.
- Assist with the planning of primary transition including ordering, preparing and assisting the art staff within school and in the primaries.
- Always available to help pupils who attend after school art and occasionally help with after school projects with pupils by way of discussing ideas, ordering, planning and team teaching.
- Assist art staff with intervention evenings for year 11's.
- All staff have a responsibility and duty of care to safeguard and promote the welfare of pupils. Staff must be aware of the systems within the School which support safeguarding and must act in accordance with the School's Safeguarding & Child Protection policy and Code of Conduct. Staff will receive appropriate child protection training which is regularly updated.

Administration

- Design any forms that will help teachers collate information.
- Send out postcards to pupils for effort.
- Create an art achievement award document on the computer to monitor points awarded to pupils and be responsible for handing out rewards.
- Check that the laptops are charged at all times.
- To be responsible for all ordering under the guidance of the Head of Art
- To carry out all admin duties for any art trips.
- To complete documentation and maintain computerised/manual records associated with technical services
- To check incoming deliveries, to unpack and distribute as necessary
- To issue materials as required, including those ordered by pupils
- To determine charges for pupils and to maintain accurate records
- To input data relating to pupil performance
- To maintain a supplier's database
- To review the inventories of resources and with Head of Art, monitor department budget

Qualifications & Skills

- Art based training would be beneficial but not essential
- To carry out daily maintenance duties as specified by the Head of Art
- To maintain equipment, materials, facilities and services in the art studio in good condition
- To prepare specialist materials and equipment for use in lessons
- To document pupils work and to distribute work back to pupils
- To provide technical assistance to pupils during lessons and private study sessions
- To assist with reprographics and ICT administration
- To provide technical support to staff and pupils for ceramics, sculpture and to assist with firing and glazing
- To provide technical support for developing and printing in the darkroom

Corporate Responsibilities

- The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment
- To pursue and promote the achievement and integration of diversity and equality of opportunity throughout the Trust's activities
- To plan, monitor and review health and safety within areas of personal control
- To participate in the Trust's Performance Management process and engage in continuous professional development and networking to ensure that professional skills and knowledge are up to date
- To maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues

Additional Notes

- This Job Description provides an overview of the principal accountabilities of the post and will include, but will not be limited to, those detailed. It is anticipated that the content of roles will evolve and change over time and such the balance of duties within the Job Description will change within the broad remit of the post. This Job Description does not form part of your contract of employment and will be updated from time to time in consultation with you.
- It is expected that all staff work collaboratively to share good practice, resources and ideas to realise Consilium Trust Vision and aims. All staff should act with professional integrity at all times, following the Code of Conduct.
- An Enhanced DBS Check will be requested on successful application to a position at the Trust or Academy.

Person Specification		
Qualifications and CPD	Essential	Desirable
5 GCSE's or equivalent at Grade C or above (including English and Maths)	X	
Recognized degree OR professional qualification in a field relating to Education		X
Experience, Knowledge and Skills	Essential	Desirable
Supportive of the ethos and values of the school	X	
Self-motivated and organised	X	
The ability to encourage and motivate pupils	X	
Competent use of ICT	X	
Excellent Literacy and Numeracy skills	X	
Excellent verbal and written communication skills	X	
Flexible approach to working	X	
Have a technical frame of mind and the ability to resolve technical issues	X	
Personal Attributes	Essential	Desirable
Excellent interpersonal skills	X	
Qualities to be a positive role model to all pupils	X	
Willingness to take a full role in the life of the school	X	
English Fluency		
Possessing a relevant qualification for the role attained as part of education in the UK or full taught in English or Welsh by a recognized institution abroad	X	
Passing an English or Welsh spoken language competency test or possessing a relevant spoken English qualification at CEFR Level B1 or above, taught in English by a recognized institution abroad.	X	