



Assistant Art Technician

Part time TTO

Reporting to:	Senior Art Technician through to the Head of Art
Responsible to:	The Bursar
Type of position:	22 hours per week term time only, 34 weeks per year

The College

Epsom College is an inspiring place to work, renowned for delivering an excellent all-round education to 1,100 girls and boys aged 11-18. We are proud to have been judged 'Independent School of the Year 2023' and named by *The Sunday Times* as the "UK's Most Improved School" in its 2024 Parent Power league tables.

The College has grown significantly in the past six years, with pupil numbers rising 38% as the result of the opening of our Lower School in 2016, and strong growth throughout the rest of the College. We admit pupils into Years 7, 9, and 12, with an average of five applicants for every space.

Epsom is a happy school. The College values of kindness, ambition and integrity are at heart of all that we do. Almost all our pupils remain with us for their A-levels, and staff retention is equally strong. Around 60% of staff live onsite, which lends the College a sense of community and togetherness.

From 8am until 6pm, our 72-acre campus is alive with learning; academic lessons also take place on Saturday mornings meaning that pupils have time each day to learn and develop outside the classroom. Our co-curricular programme – which features a vast array of clubs, societies and activities each week – is award-winning (picking up the 'Best of the Best' accolade from *The Week* for six consecutive years); our CCF is one of the largest in the UK; and our Duke of Edinburgh programme currently has over 100 pupils completing their Gold or Silver award.

In addition, our timetable features wellbeing lessons, an award-winning Personal Social Development offering, and an hour each week for volunteering in the community. Last year Epsom pupils gave 8,500 hours of their time to help local charities, schools, and community groups.

When pupils aren't busy with all of the above, they can relax and catch up with friends in their House. We have 13 single-sex Houses for all our pupils from Year 9 upwards (whether they are day pupils or boarders). This combination of single sex accommodation within a co-ed environment provides pupils with the best of both worlds.

The fact our Houses are physical buildings, where pupils can step through the door into a space that's entirely their own, is key to the success of our pastoral programme. The Carnegie Centre for Excellence in Mental Health in Schools honoured us with their Gold Award – making us one of just four UK boarding

school to receive their top accolade – and in 2023 we were judged Independent School of the Year for Student Wellbeing.

Sport is central to the College. Last year, we won national titles in Squash, Tennis, Rugby and Shooting; and reached the national finals in Hockey, Golf and Swimming. Over 22 sports are offered to our pupils, and the aim is to encourage participation for all – we regularly field D and E teams, and see an average of 90% of pupils playing competitive fixtures.

Our focus on delivering an all-round education that develops the whole child, is regularly celebrated. In the past four years, in both the TES and Independent School of the Year Awards, we have been a finalist in the categories of Boarding School of The Year, Co-Ed School of the Year, SLT of the Year, Creativity in Teaching, Student Wellbeing, Community Initiative, and Sporting Achievement.

It is an exciting time to be joining the College, with Mark Lascelles taking up the Headship from September 2024.

We hope that you will want to come and join the fantastic teachers and support staff who work here.

The Department

The John Piper Art School was named in 1990 after the prominent Artist who was an Old Epsomian; other OEs include Graham Sutherland and John Wells. Art is a popular subject and many of our Art students go on to study and work in the visual arts and architecture. We aim to encourage our pupils to develop their creative thinking and practice, so that they are aware of the diversity of Art and the possibilities that it offers, both as an exam subject and in terms of future employment. The Art School provides a lively and creative learning environment in which pupils are encouraged to explore the breadth of Fine Art, employing a wide range of materials and techniques, learning to handle them with expertise and confidence, developing fluency as they progress through the Art School.

The Art School is in a generous, four-storey building, with views over the College grounds. Studios are spacious and well equipped.

All pupils take Art as they enter the College, either at Year 7 or Year 9. Our commitment to drawing is central to all practice. As a core skill it is developed through painting, mixed media, printmaking, and sculpture. This continues through GCSE, drawing is extended through working in a range of disciplines, as the requirements of the GCSE Assessment Objectives are covered. The course is diverse and demanding, both practically and academically.

Main Duties and Responsibilities

- To work under the direction of the Head of Art and Senior Art Technician, to support all members of the Art School, (drawing and painting, photography, ceramics, 3D, printmaking and textiles and screen-printing), in practical preparation for classes, working as a teaching assistant when necessary;
- Under the direction of the Senior Art Technician, liaising with Art staff, and setting up of lesson materials and assisting staff as required;
- As requested by the Senior Art Technician, stock the art studios and tidy away on a daily basis, ensuring that all equipment and tools are stored securely after use;
- To assist with the mounting and display of work in the Art School and around the College as directed by the Head of Art and Senior Art Technician;
- To assist with the management of Art School resources, auditing them and ordering materials, equipment and stationery as necessary;
- As requested, collect materials from local suppliers from time to time;
- Attend departmental meetings as and when required and assist with Workshops and Gallery visits;
- To undertake any reasonable task as directed by the Head of Art or Senior Art Technician.

All employees must be aware of the responsibility placed on them under the Health & Safety at Work Act (1974) and that the agreed safety procedures are carried out to maintain a safe working environment.

Skills, Experience and Qualifications

Essential

- A keen interest in art;
- Educated to Art GCSE or equivalent;
- Demonstrate evidence of strong communications skills;
- Evidence of strong organisational skills and the ability to work independently, with a highly proactive, flexible and positive approach to all duties and responsibilities;
- Evidence of a good working knowledge of IT software;
- Provide evidence of team working skills;
- A commitment to safeguarding principles and complying with protocols;
- An understanding and appreciation of health and safety procedures;
- High level emotional intelligence with a sense of humour and an enabling attitude;
- Demonstrate a professional attitude and represent the values of the school.

Desirable

- Knowledge of ceramics and pottery materials and equipment;
- A higher level art qualification and/or artistic experience;
- Experience of working in an academic environment;
- Experience/knowledge of working in a supporting art role or within an art department would be desirable;
- Experience of working with young people aged 11-18.

In order to arrive at a decision the selection panel may enhance any or all of the desirable criteria.

Epsom College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Terms and Conditions

Hours: Tuesdays and Thursdays from 09:00 to 18:00 and on Saturdays from 08:30 to 12:30 (22 hours). including Inset days (34 weeks).
Some flexibility of hours will be required in order to meet the needs of the pupils timetable, department examination, timetable and school events.

Salary: £11,307 per annum inclusive of holiday entitlement based on the above working arrangement.

Holidays: Statutory holiday entitlement (5.6 weeks pa) to be taken during College's published dates.

Pension: The College operates the Epsom College Automatic Enrolment Scheme. The Scheme is administered by the Pensions Trust. Eligibility is based on statutory criteria. If eligible, the Employee will be required to contribute a minimum of 5% of Basic Salary and the College will contribute 4% in compliance with current legislation

Employee Benefits include:

Life Assurance: Members who are automatically enrolled or who choose to opt into the College Pension Scheme will be provided with life assurance cover at two x contractual annual basic salary at no cost to employee.

School Fee Discount: subject to qualifying period/conditions generous school fee discount is offered.

Health Care plan: Offered to staff subject to qualifying conditions

Dining Facilities and Refreshments

Whilst at work a free meal and refreshments are available when the dining room is open

Employee Assistance Programme: including confidential counselling service for employees and family members

Health Fitness and Wellbeing

Free membership to the Fitness suite and swimming pool are available to staff at certain times

Cycle to Work/Parking

Subject to qualifying conditions, the College offers a cycle to work loan scheme

Free car parking for staff is available on campus

Computer Loan

Subject to qualifying conditions, the College offers an interest free computer loan scheme

Offer of Post: The post will be offered subject to receipt of satisfactory written references, pre-placement medical assessment, proof of appropriate qualifications, and satisfactory Enhanced Disclosure from the Disclosure and Barring Service and overseas police check if appropriate, as well as confirmation that the successful candidate is able to work in the UK. Prior to interview an online search of internet search engines, websites and other publicly available and publicly accessible platforms to ascertain applicant's suitability to work within a school environment will be undertaken on applicants who have been shortlisted. Please note whilst the Enhanced DBS check will be paid by the College if an overseas police check is required it will be at the cost of the successful applicant

Application

Application form can be downloaded from the website www.epsomcollege.org.uk. Applicants should refer to the Recruitment, Selection and Disclosure policy on the College website.

Applications will be assessed in order of receipt and interviews and subsequent appointment may occur at any stage after applications are received. Please apply as soon as possible.

Closing date **25th February 2024**