



Gloucestershire College is advertising this role on behalf of Gloucestershire Professional Services (GPS).

About the Role – Employment Details

Post Number	A147
Job Title	Technician in Art & Design
Salary	£26,218.54 - £28,088.30 pro rata'd (Actual £15,943.71 - £17,080.72 per annum)
Contract Type	Permanent, 22.5 hours per week, 52 weeks per year
Campus	Cheltenham
Department	Art and Design
Reporting To	Head of School – Arts and Media
Holiday	27 days' annual leave, increasing to 32 days after 5 years', plus an additional 3 days during Christmas closure
Pension	Peoples Pension Scheme

About the Role – Meet the Team

Gloucestershire Professional Services (GPS) is recruiting a technician with experience in Art & Design and Fashion to join the Arts and Media team based at the Cheltenham campus of Gloucestershire College.

The purpose of this role is to assist in the smooth running of the Art & Design and Fashion departments by offering technical support to staff and students.

In this flexible role, which will include some evening work, you will help maintain our studio spaces and arts and media facilities; provide technical support to classes and work closely with staff and students to ensure the smooth running of lessons, events and productions.

We are happy to consider requests regarding working patterns for the right candidate. Your contributions will play an important part in developing a creative and engaging environment that supports both learning and production excellence. If you have a passion for the arts and a commitment to supporting education, we would love to hear from you.





About the Role – Duties and Responsibilities

- To work alongside the teaching staff in their day-to-day delivery of Art & Design and Fashion.
- To provide technical support with workshops, demonstrations, lessons and directed study sessions.
- To prepare classrooms and workshops for staff ensuring all equipment is in working order.
- To work with staff and students to ensure working areas are kept clean and tidy.
- To order and monitor equipment and resources.
- To oversee the booking of equipment and monitor this process.
- To liaise with other technicians to maintain the smooth running of all studios and workshops and maintain accurate records.
- To maintain effective management of equipment and interface supportively with learners and teaching staff in the achievement of effectively resourced learning environments.
- To have, or be willing to train in, skills associated with technical equipment necessary for our Art and Fashion students.
- To implement and adhere to the college's health and safety policy and assist in the maintenance of a secure, safe and friendly environment.
- To be in support of the students' learning experience and to effectively support communications between students and academic staff.

About the College – Our Expectations

- Take an active part in Professional Development Conversations (PDC)
- Engage with all relevant Health & Safety regulations and assist the College in the implementation of its own Health & Safety Policy
- Actively promote the College's Equality and Diversity Policy
- Actively promote the College's Safeguarding Policy and Practices
- Support the College's sustainability policies and recognise the shared responsibility of carrying out duties in a resource efficient way
- Participate in enrolment
- Participate constructively in college activities and to adopt a flexible approach to your work.
- Undertake a first-aid qualification and participate in the first aid rota, as required.
- Undertake any other relevant duties as specified by your line manager commensurate with the level of this post





About You

Our Shortlisting Criteria

Essential	<ul style="list-style-type: none"> – Working knowledge of art and fashion materials with specific experience of using sewing machines – Willingness to undertake Equality and Diversity and Safeguarding training – Strong organisational skills and an ability to work flexibly
Desirable	<ul style="list-style-type: none"> – Experience of working within the creative industries – Experience of working with young people – Good ICT skills and flexibility to work with bespoke College systems – Experience of CAD or willingness to undertake training – Ability to manage own workload and excellent organisational skills – Actively invites feedback from peers and customers to identify opportunities to improve – Takes responsibility for their own actions and work; committing to doing their best every time – Educated to Level 3 or equivalent in a relevant subject area – Minimum grade C or 4 in GCSE English and maths – Experience of stock ordering and managing budgets

The Perfect Person for us will demonstrate

Abilities	<ul style="list-style-type: none"> – A flexible approach to working – Innovative and solution focused – Adaptable approach to teaching and learning – Empathic and responsive to learning needs – Able to motivate, engage and enthuse learners – Responsive to staff and student needs – Good ICT skills and flexibility to work with bespoke College systems – Excellent written and oral communication – Resourceful and creative
Job Circumstances	<ul style="list-style-type: none"> – Able to travel between college sites (if required) – Undertake any training required for the role – Hold an Enhanced DBS check or be willing to undertake a check. – This job description outlines the main duties at the time it was written. Tasks may change, but the role's overall nature and





responsibility remain the same. These changes are normal and don't justify a change in the post's grading.

Gloucestershire College is committed to safeguarding children and vulnerable adults and any offer of employment will be subject to a number of conditions.

If you are shortlisted, you will be asked to complete a self-declaration of your criminal record or any information that would make you unsuitable to work with children. Generally, we are permitted to ask whether an applicant has any convictions, cautions, reprimands or final warnings which would not be filtered in line with current guidance, as defined by The Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). This Order sets out the circumstances in which an individual can be asked about spent convictions (but not protected convictions or protected cautions) and when an employer can consider these. This includes "any employment as a teacher in a school or establishment for further education and any other employment which is carried out wholly or partly within the precincts of a school or establishment for further education, being employment which is of such a kind as to enable the holder to have access to persons under the age of 18 in attendance at the school or establishment for further education in the course of his normal duties.

As this role involves engaging in "regulated activity" relevant to children, and in line with our legal obligations, before filling out this application you should be aware that it is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

In line with KCSIE and having regard to all relevant guidance, there is a requirement for providing satisfactory references and online searches. The purpose of this search is to identify any incidents or issues that have happened, and are publicly available online, which we may need to explore further as part of our pre-screening checks. The level of check undertaken will be consistently applied across all applicants and may include both social media and a general internet search.

