

ART TECHNICIAN JOB APPLICATION PACK

PART TIME 0.6 FTE | TERM TIME PLUS 3 WEEKS
PERMANENT | SEPTEMBER 2025



39 Graham Terrace LONDON SW1W 8JF Tel 020 7730 2971



General Information

Francis Holland Sloane Square is a highly sought-after, independent selective school for around 590 senior pupils aged 11 to 18 (HMC and GSA). The School is located on a spacious site in a beautiful residential part of Belgravia, close to the Saatchi Gallery and many cultural institutions such as the Victoria and Albert Museum, the Science and Natural History Museums, the Royal Academy and the Tate Galleries. The proximity to Imperial College offers us unparalleled access to lectures and support.

The School has enjoyed some significant building developments in recent years to accommodate a dramatically increasing roll and our vision for creative learning for the real world. Most recently, the Sixth Form (130+ pupils) has moved into a spacious and inspirational building called The Old School House, which forms a bridge with the local community and provides an exciting environment for young people to develop their entrepreneurial talents.

Francis Holland Sloane Square is overall a vibrant international community, and families from major cities abroad often seek places for their children here as a priority. Each member of staff is involved in the pastoral life of the School, normally as a Form Tutor, and the care of the children is renowned and exceptional. A team of counsellors provide constant support to the pupils and staff, reflecting our emphasis on supporting wellbeing.

A very wide range of co-curricular opportunities is also offered to the pupils, and all staff contribute to this vibrant and vital dimension of the School. Over sixty clubs and societies, outstanding music and drama opportunities and our renowned art department are complemented by an exceptional sporting reputation which benefits from the superb facilities of nearby Battersea Park. Overseas trips and annual expeditions for all pupils build resilience and independence. The School has a distinctive emphasis on creativity and innovation, and all pupils learn to use their 'time, talent and treasure' in the service of the local and wider community. Volunteering and fundraising are strong, and all students develop an understanding of social enterprise, with many setting up their own business ventures. The School has several energetic partnerships, including a link school in Tanzania.

Academic standards are consistently high throughout the School, placing it amongst the most successful schools in the UK. On leaving, after A Levels, students proceed to a wide range of prestigious higher education courses, sometimes after a gap year. The staffing ratio is generous, and the School has its own attractive salary scale.



Art Department Information

The Art Department teaching staff share a passion for their subject and a commitment to providing Art lessons for all our students that are engaging, thought-provoking and challenging. Our overarching aim is that students should become skilful, confident and perceptive in using and responding to Art in all its aspects. They should be given opportunities to explore a wide range of artists and cultures. We hope to instil a lifelong love of Art and to give each pupil a 'toolbox' of creative skills.

We teach art to all girls in year 7, 8 and 9 and the GCSE Fine Art course (OCR) is often very popular, with thriving numbers. We offer A level Fine Art (AQA) and this is also a very popular option, with many of our A level students continuing their creative journey at foundation level courses in this country and abroad. We have a lively and enthusiastic range of clubs and clinics on offer each week, as well as a thriving Art Scholars club.

Positive working relationships are fostered with our students, and respect for others is encouraged at all times in the classroom. Independent learning is also encouraged through homework and research, as well as creative projects and initiatives such as participation in art competitions. Self-confidence is nurtured through expectation of participation in class discussions. Personal, moral and spiritual development is supported through the study and exploration of chosen artists, visits to galleries and museums and the questions and discussions that arise from this.

At all levels, the Art Department offers a stimulating and challenging curriculum which provides plenty of opportunities for enrichment, including gallery trips, residential art trips and visiting art artists and designers.

The role of the Art Technician is so important to the department, ranging from the everyday household maintenance of the three art rooms, the running of the stock room and stock orders to the important building of the annual GCSE and A level Art Shows.



Role Overview

We are looking for someone:

- To carry out daily maintenance duties as specified by the Head of Art
- To maintain equipment, materials, facilities and services in the art studios to ensure they are in good condition
- To manage the storage of materials, equipment and artwork efficiently and in good order
- To prepare specialist materials and equipment for use in lessons
- To provide technical assistance to pupils during lessons and private study sessions
- To assist with reprographics and ICT administration
- 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 the preparation of teaching aids
- To maintain displays around the School
- Liaise with cleaners and maintenance staff
- Have a technical frame of mind and the ability to resolve technical issues
- To carry out other tasks reasonably requested by the Head of Art, in accordance with the post holder's skills and qualifications.

Role Expectations

Detailed below are the main professional requirements expected of all staff at Francis Holland:

- to act in accordance with the aims, policies and procedures of the School and department;
- to foster a disciplined and stimulating learning environment and to encourage enthusiasm for learning, and understanding of the subject;
- to be responsive to the needs of individual girls and to liaise with the Special Needs Coordinator and other staff with specific requirements when necessary;
- to be punctual and to meet deadlines;
- to attend staff and departmental meetings when in school, and to contribute as appropriate to administration and development; for example, to contribute to discussion and development of teaching and learning strategies;



- to keep up to date with subject and professional developments; to be willing to participate
 in relevant INSET; to participate in staff appraisal; to undertake continuing professional
 development;
- to attend parents' evenings and meetings with parents, write reports and respond to parental inquiries;
- to take appropriate educational visits; to support/contribute to co-curricular activities as may be reasonable; to attend church services, certain special events and designated assemblies;
- to take pastoral responsibility as appropriate;
- to follow Health and Safety procedures;
- to share in the provision for cover for absent colleagues and other duties;
- to foster good relations within the school community;
- to carry out any other responsibilities which may be reasonably be required or delegated by the Head of Department and/or Head;
- FHS is committed to safeguarding and promoting the welfare of children and the successful applicant will be subject to DBS clearance.

Application

Interested candidates are invited to submit an application via My New Term. The closing date for applications is **8:00am on Wednesday 27th August**. Interview dates are TBC w/c **Monday 1st September**. The school reserves the right to appoint at any stage.



Our benefits package includes:

- Wellbeing Scheme
- Cycle to Work Scheme
- Life Cover
- Free school lunch during term time
- Interest free travel and computer purchased loans
- A vast range of retail and entertainment discounts
- Enhanced Maternity Pay and Paternity Leave
- 50% fee remission for own daughters
- Outstanding professional development opportunities
- Accredited ECT induction with reduced timetable and mentor support
- Approximately 20 fewer teaching days per year compared to the maintained sector
- Smaller class sizes compared to most maintained schools

Further information about the benefits package is available from peopleteam@fhst.org.uk

All appointments at Francis Holland School are conditional upon clearance by the Disclosures and Barring Service (DBS testing).

Francis Holland Schools Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo our safer recruitment checks and child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). This role is classed as regulated activity with children as it involves teaching, training or supervising children on a day-to-day basis and is exempt from the Rehabilitation of Offenders Act, 1974. Francis Holland Schools Trust champions diversity and inclusion in the workplace and strongly encourages applications from all sections of the community.