



Queen  
Elizabeth's  
School

FOUNDED IN 1573

# Art Technician (0.4FTE)

INFORMATION PACK

A STATE SCHOOL LIKE NO OTHER



# WELCOME

**Thank you for considering an application to become Art Technician at Queen Elizabeth's School, Barnet. We are seeking a capable and well-organised individual who will play an important role in supporting a thriving Art department.**

For more than 450 years, boys have benefited from a Queen Elizabeth's School education. We are a selective school, committed to developing pupils' intellectual abilities and to celebrating academic accomplishment. QE is, as the *Good Schools Guide's* 2025 review put it, a "traditional, well-organised state school, where all expectations are high...A unique and unashamed meritocracy in which clever, hard-working boys who like a challenge will thrive".

Proud as we are of our stellar examination results, there is much more to QE than GCSEs and A-levels, as *The Sunday Times* School Guide recognised when it awarded us its State Secondary School of the Year for 2026.

In our 2025–2030 School plan, *Boundless*, we set out how we will continue to fulfil our longstanding mission "to produce young men who are confident, able and responsible" in our exciting and fast-changing world. This includes nurturing habits of genuine scholarship that take boys well beyond the classroom curriculum. We provide a plethora of exciting and worthwhile co-curricular activities. And we inculcate a spirit of service, encouraging Elizabethans to give time to causes greater than themselves.

At Queen Elizabeth's, we aim to provide a state education like no other. If you can assist us in this endeavour, I look forward to hearing from you.

**Neil Enright**  
**Headmaster**



## OUR MISSION

Queen Elizabeth's School aims to produce young men who are **confident, able and responsible.**



**THE SUNDAY TIMES**

**SCHOOLS GUIDE  
2026**

**STATE  
SECONDARY SCHOOL  
OF THE YEAR**



**Queen  
Elizabeth's  
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# REALISING *BOUNDLESS* POTENTIAL

Our current School plan, *Boundless*, identifies six key qualities that will help our pupils flourish, both while they are here at QE and afterwards, in their future education and careers.

## We are nurturing pupils in becoming:

- Deep thinkers and compelling communicators
- Future-ready
- Self-aware people who make things happen
- Leaders of influence and valued collaborators
- Community-orientated
- Sustainability-literate.



  
Queen Elizabeth's  
Global Schools  
FOUNDED IN 1579

## QE GLOBAL SCHOOLS

While we are proud of our rich 450-year-plus history, we recognise that in a world where technologies such as AI are making the future both exciting and unpredictable, it is not only our pupils who need to be adaptable: the School itself must be agile. Bold decision-making is, therefore, one of the hallmarks of our leadership and governance. Nowhere is this better demonstrated than in the establishment of the QE Global Schools programme. In a first for any UK state school, we are establishing aspirational

independent schools in the UAE and India that draw on our ethos and our focus on excellence. In time, staff and pupils both in Barnet and overseas will be able to benefit from a new global network of Elizabethans. In addition, we intend to use revenue from QE Global Schools to support long-term educational excellence here at Queen's Road.

### **FURTHER INFORMATION:**

- **Boundless – Priorities for Development, 2025–2030**
- **QE Global Schools**

# Junior and Senior Choir

*A state school like no other*



# QUEEN ELIZABETH'S SCHOOL

## A highly successful and very well-run grammar school

QE offers a highly rewarding working environment, where staff thrive on teaching and guiding some of the most able young men in the country to fulfil their *Boundless* potential.

Our GCSE and A-level results consistently place QE among the very best schools nationally. Moreover, our QE Flourish initiative encourages boys to pursue intellectual interests through our extensive academic enrichment programme and to take up co-curricular activities in areas as diverse as music, drama, sport, chess, AI and robotics. All boys are expected to participate in the wider life of the School.

The firm foundations underpinning the School's academic and co-curricular achievements are reflected in its six consecutive "outstanding" ratings from Ofsted. QE is heavily oversubscribed; large numbers attend our annual open

day and sit the entrance examination.

There are presently 1,320 boys on the roll. More than 95% are from ethnic minority groups, with a high proportion being multilingual learners, reflecting the School's inclusive and socially diverse intake.

In a typical year, 90% of Year 13 leavers win places at Russell Group universities. Forty-four Elizabethans have been offered places at Oxford or Cambridge in 2026, taking the total over the past three years to 155.

### FURTHER INFORMATION:

- [The School brochure](#)
- [Our mission](#)
- [School performance](#)



### *The future*

This is an exciting time to join QE! Following last year's opening of **The Robert Dudley Studio**, a 200-seat drama and lecture theatre, our **Main Building** is currently undergoing its biggest repair and upgrade programme since the 1950s. Meanwhile, our sights are set on our next major project, the construction of a new sports hall.



# *Leadership and Governance*





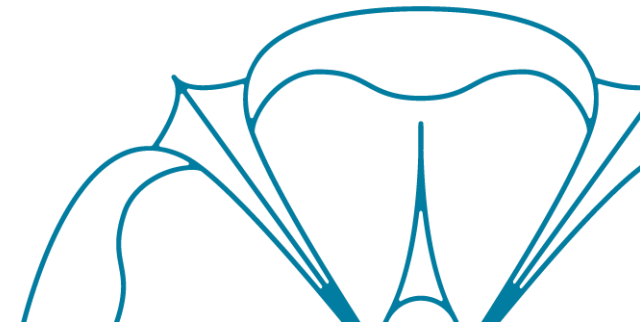
## THE GOVERNING BODY

Queen Elizabeth's Governing Body was established by the Charter of 1573 which founded the School. The Governing Body is ultimately responsible for the performance of the School, setting its overall strategic direction and ensuring that the highest standards of education, safeguarding and financial probity are maintained.

Our experienced and talented Governors bring to bear their considerable professional experience in business, finance,

the law, the media, and the civil service, as well as a range of educational institutions, to provide constructive support and challenge to the Headmaster and the senior leadership team.

**Further information is available from the [School website](#).**



# SENIOR LEADERSHIP TEAM



**Neil Enright** MA (Oxon), MBA, NPQH, FRSA was appointed QE's 40th **Headmaster** in 2011. He read Geography at St John's, Oxford. In 2002, two years after he started teaching, he came to QE, where he has remained. His voluntary roles include school governorships in the state and independent sectors.



**Anne Macdonald** MA, **Deputy Head (Academic) & Staff Governor**, read Geography at Cambridge and then worked for The Basic Skills Agency and the Learning and Skills Development Agency. She is responsible for curriculum development, the quality of teaching and learning, and continuing professional development.



**Tara O'Reilly** BEng, our **Deputy Head (Operations)**, and **Company Secretary** has many years' experience of managing business teams and leading digital development. Before joining the School in 2020, she spent nearly 16 years with the BBC.



**David Ryan** BA, MEd, **Deputy Head (Pastoral)**, read English and American Literature at Warwick. He took up his first teaching job at QE in 1997. He has remained here, working in various positions of increasing seniority, and is QE's Designated Safeguarding Lead.



After graduating in Classics from St Andrews, **Crispin Bonham-Carter** MA, NPQSL, **Assistant Head (Co-curricular and Partnerships)** became a well-known actor and theatre director. Before taking up his current position here in 2019, he taught for ten years at Alexandra Park School.



**Assistant Head (Destinations and Progress) James Kane** BA, PGCE, NPQSL, NPQH took his first degree at the London School of Economics. After working at schools in Lewisham, Newham, Harrow and Stratford, he joined QE in 2022. He completed his Master's degree in Education in 2024.



**Sarah Westcott** BSc, MA, PhD, **Assistant Head (Inclusion and Wellbeing)**, completed her PhD at the National Institute for Medical Research, before taking a research fellowship with Cancer Research UK. Since joining QE in 2008, she has completed an MA in Educational Leadership and a Postgraduate Diploma in SEN Leadership.



**Michael Noonan**, BEd, was appointed **Head of Digital Teaching and Learning** in April 2023, having served as Head of Technology since 2017. Graduating in 2013 from Limerick, he joined QE that same year. He has been a mentor with School Direct and a mentor to ECTs.



Having read Chemical Engineering at the University of Nottingham, **Chief Finance Officer Reena Pandya** BEng, ACA, began her career in banking, then going on to qualify as a Chartered Accountant. Before taking up her current post at QE in 2022, she was Head of Finance at AIM-listed Safestay Plc.



**Matthew Rose** MA, **Head of External Relations/ Executive Assistant to the Headmaster**, the 2008 School Captain, returned here in 2016 after working as a local government political advisor. His responsibilities include School policies, governance arrangements, marketing & communications, alumni relations and emerging strategic initiatives.

# THE ART DEPARTMENT

**Art at QE is a broad and intellectually serious discipline, combining a strong foundation in fine art with elements of design and craft. Pupils develop technical skill alongside an understanding of both historical and contemporary artistic practice, enabling them to engage critically with visual culture and to communicate ideas with clarity and precision.**

In Years 7–9, pupils follow a structured programme that introduces a wide range of materials and processes, including drawing, painting, ceramics, printmaking, textiles and mixed media. This early experience is designed to build confidence and technical fluency, while allowing pupils to develop an individual approach to their work. Drawing is central to all projects and is developed systematically throughout a pupil's time at the School.

At GCSE and A Level, pupils produce increasingly independent and sustained work, drawing together their prior technical and conceptual understanding. They are encouraged to engage with contemporary practice and to develop work that is coherent, well-resolved and intellectually purposeful.

Outcomes are consistently strong, with pupils progressing to a wide range of competitive courses in areas such as architecture, design, and the wider creative industries.

The department benefits from its proximity to London's major galleries and cultural institutions, which play an important role in extending pupils' understanding of the subject. A programme of trips, exhibitions, and enrichment activities supports this wider engagement and reinforces Art's place within the School's culture of academic ambition.

## READ MORE ABOUT:

- [The School's curriculum](#)
- [Our vision for a diverse and inclusive curriculum at Queen Elizabeth's](#)
- [Our digital strategy](#)



# *The Role*



## THE ROLE

**The Art Technician is a key support role within a busy and successful department at Queen Elizabeth's School. The postholder will contribute directly to the delivery of a broad and ambitious Art curriculum by ensuring that staff and pupils are supported by well-prepared resources, efficiently organised studios, and reliable technical expertise.**

Art is a thriving and dynamic area of the School, encompassing a wide range of materials, processes, and activities. The department combines traditional fine art practices with elements of design and craft, and pupils are encouraged to produce work that is both technically accomplished and carefully considered.

The successful candidate will work closely with teaching staff to support pupils across all year groups, including those undertaking GCSE and A Level coursework. The role requires strong organisational skills, flexibility, and the ability to respond effectively to the demands of a busy department.

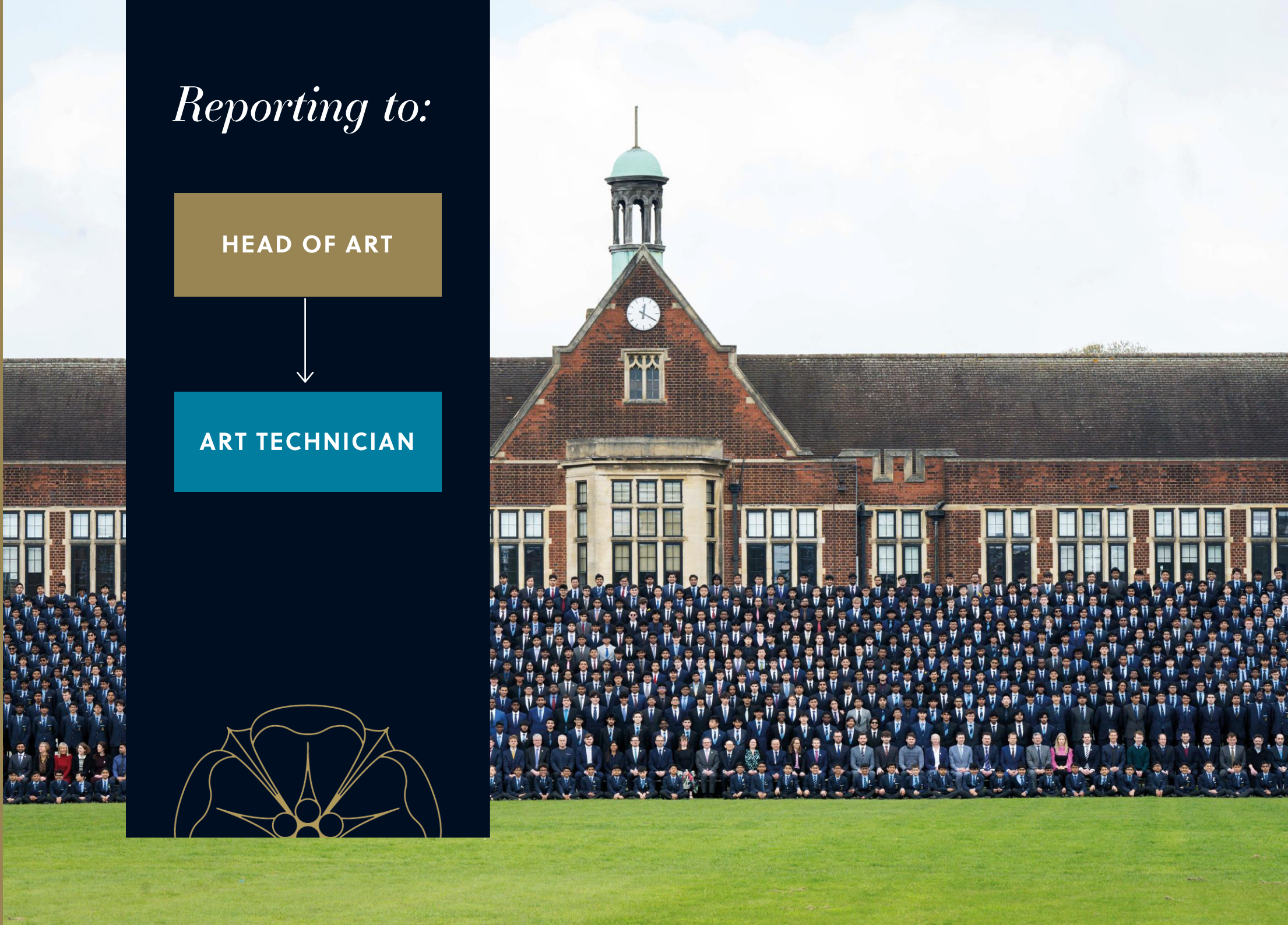


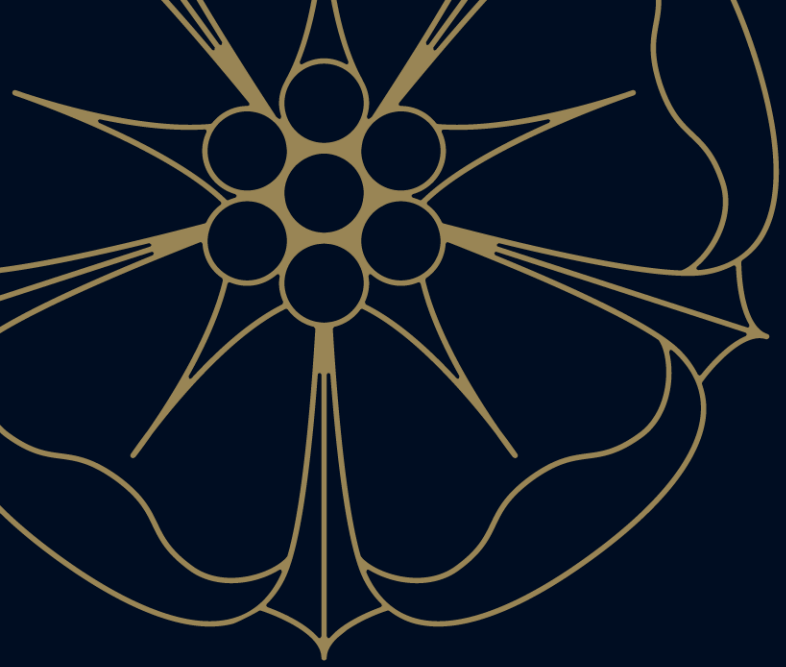
*Reporting to:*

HEAD OF ART

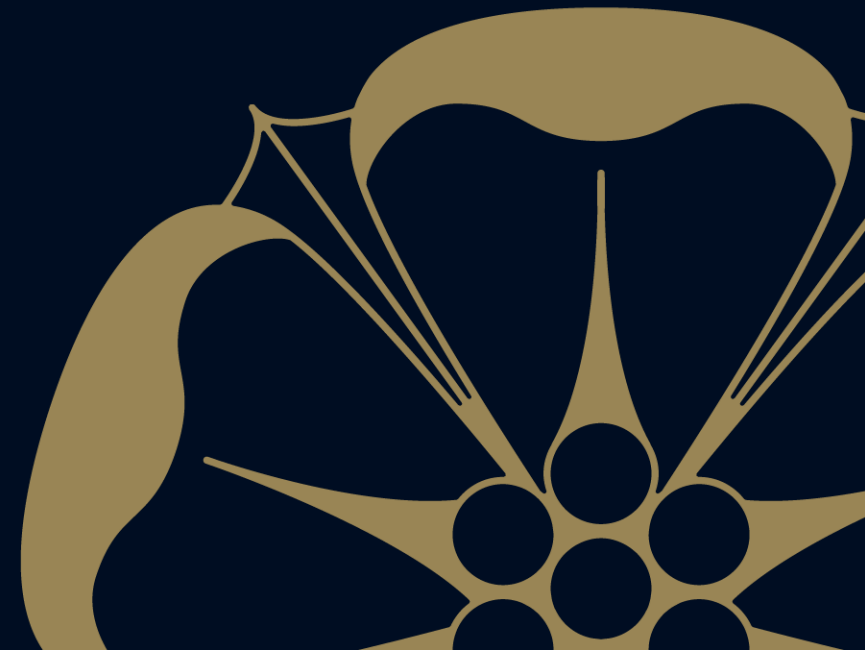


ART TECHNICIAN





## **JOB DESCRIPTION**



# KEY RESPONSIBILITIES

**PLEASE NOTE:** This is not an exhaustive list. The responsibilities are dynamic and evolve in response to pupils' needs and whole-school priorities.

## A. Teaching and Learning Support

- Prepare and organise materials and resources for lessons
- Support teachers with the provision of equipment, materials and technical advice, both in lessons and in preparation.
- Assist pupils with practical work where appropriate.
- Maintain awareness of the department's schedule to anticipate and prepare for upcoming activities

## B. Studio, Equipment, and Environment

- Maintain art studios in a well-organised and fully operational condition.
- Ensure equipment and materials are kept in good order, replenished and readily accessible.
- Keep workspaces tidy, safe and conducive to effective learning.
- Liaise with the Head of Facilities Management regarding maintenance and repairs.

## C. Technical Support

- Carry out technical duties including:
  - Recycling clay and preparing materials
  - Mixing glazes and firing kilns
  - Supporting basic construction processes (e.g. armatures, simple carpentry)
  - Supporting use of specialist equipment such as laser cutters and vinyl cutters
- Provide technical guidance to staff and pupils as required.
- Develop new practical skills as necessary to support departmental work.





#### **D. Displays and Exhibitions**

- Mount, frame and install artwork for display across the School.
- Support the organisation of exhibitions and shows, including the summer exhibition.
- Assist with the presentation and display of pupils' work to a high standard.

#### **E. Resources and Stock Management**

- Maintain an inventory of materials and equipment.
- Order materials and resources as required, liaising with the Finance Office.
- Receive and check deliveries against orders, resolving discrepancies where necessary.
- Organise and manage the storage of teaching resources and pupils' work.

#### **F. Assessment and Coursework**

- Support the storage and organisation of GCSE and A Level coursework.
- Maintain accurate records of work submitted and returned.
- Ensure work is stored safely and appropriately.

#### **G. Health and Safety**

- Support the department in maintaining high standards of health and safety.
- Keep up to date with relevant regulations relating to materials, equipment and processes.
- Assist in ensuring safe working practices across all studios

## H. Wider Contribution

- Work collaboratively with colleagues across the School.
- Support the wider life of the School where appropriate.
- Undertake First Aid training and contribute to whole-school support when required.
- Participate in training, meetings and professional development activities.

## I. General Responsibilities

- Support the ethos and aims of the School.
- Maintain high standards of professionalism at all times.
- Safeguard pupils and promote their welfare.
- Comply fully with School policies on safeguarding, health and safety, confidentiality and data protection.
- Undertake other duties reasonably requested by the Headmaster or Senior Leadership Team.



# *Person Specification*



## A. QUALIFICATIONS & EXPERIENCE

### ESSENTIAL

- Good standard of numeracy and literacy.
- A strong interest in Art and education

### DESIRABLE

- An Art-related qualification.
- Experience working in a school, studio or workshop environment.
- Experience with one or more of the following:
  - Drawing and painting
  - Printmaking
  - Ceramics
  - Textiles
  - Sculpture and 3D processes

## B. KNOWLEDGE & SKILLS

### ESSENTIAL

- Strong organisational and time management skills.
- Ability to prioritise effectively and work under pressure.
- Good IT skills, including familiarity with standard office applications.
- Ability to work both independently and as part of a team.
- Attention to detail and accuracy.

### DESIRABLE

- Understanding of working practices in an art studio environment.
- Knowledge of health and safety processes relevant to art and design.

## C. PERSONAL QUALITIES

- Professional, reliable and well organised.
- Calm and able to respond effectively to competing demands.
- Able to communicate effectively with staff and pupils at all levels.
- Discreet, tactful and able to maintain confidentiality.
- Committed to ongoing personal and professional development.
- Positive, flexible and willing to contribute to team working.
- High levels of integrity, energy and professionalism.

## D. SAFEGUARDING & CHILD PROTECTION

- Commitment to safeguarding and promoting the welfare of children.
- Ability to form appropriate professional relationships with pupils.
- Commitment to the School's ethos and values.



# KEY FACTS ABOUT THE ROLE



**JOB TITLE**  
Art Technician



**SALARY**  
Local Government Scale Point 3  
(including Outer London Weighting)  
Full-time equivalent: £28,617 per annum  
Actual pro-rated: £9,621 per annum



**PENSION**  
Membership of the Local Government Pension Scheme



**REPORTING TO**  
The Head of Art



**CONTRACT TYPE**  
Part time (0.4FTE), permanent  
Term-time only  
14 hours per week, pattern to be agreed with the postholder



## WHY CHOOSE US?

- One of UK's leading academic schools across both state and independent sectors
- Heavily oversubscribed
- Consistently excellent examination performance: 20 years of 95%+ of pupils achieving A\*-B at A-level
- Pupils go on to the best universities, including 155 to Oxford and Cambridge over past three years
- Acclaimed digital strategy
- High-quality co-curricular activities through QE Flourish programme
- Longstanding outreach programme to local primary schools
- Growing international links through QE Global Schools



## QE BENEFITS



Free on-site parking



Extensive opportunities for professional development



Work with clever, highly motivated pupils



Supportive collegial environment



Attractive site close to countryside



Good transport links, close to M25, M1 & M11



Easy access to London on Northern Line

# APPLICATION & APPOINTMENT PROCESS

To apply, you must complete the School's application form from My New Term available via [our website](#). This should include a supporting statement outlining: your motivation for applying; your suitability for the role; and how you satisfy the Qualifications and Experience elements of the Person Specification. For candidates invited to interview, these responses will be explored further, together with the other elements of the person specification. We will treat all enquiries, formal and informal, in confidence.

The closing date is 9am, Monday, 22<sup>nd</sup> June 2026, although early applications are encouraged.

We will require all shortlisted candidates to visit the School in person. At interview day, candidates will be observed teaching a sample lesson; the process will also comprise formal and informal meetings.

Candidates selected for interview will be given appropriate notice of interview dates. The starting date for this appointment is 1<sup>st</sup> September 2026.

If you have any queries, or would like a confidential discussion with the Headmaster, please contact his Personal Assistant, Nicola Weston, at [recruitment@gebarnet.co.uk](mailto:recruitment@gebarnet.co.uk).

***We are an equal opportunities employer. Queen Elizabeth's is a dynamic school supported by a diverse and enthusiastic community of staff, pupils, parents and alumni.***

***It is important that our staff reflect the diversity of our community, and we therefore welcome and encourage applications from people of all genders and sexual orientation, those from Black, Asian and other minority ethnic backgrounds, and from those with disabilities.***

***The School is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure & Barring Service.***






# Queen Elizabeth's School

FOUNDED IN 1573

## Queen Elizabeth's School

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 [enquiries@gebarnet.co.uk](mailto:enquiries@gebarnet.co.uk)

[gebarnet.co.uk](http://gebarnet.co.uk)

