



The CAM Academy Trust
Trust ICT Technician
Candidate information pack



WELCOME FROM THE CHIEF EXECUTIVE

Thank you for your interest in joining The CAM Academy Trust. It's a great time to join our team, as we enter an exciting phase of development and look to the future.

I feel highly privileged to lead our trust at this time. Our five year strategy – CAM30 – sets out our roadmap to becoming a truly exceptional family of schools.



We are a values-driven trust – our six principles underpin all that we do – and we're committed to excellence. As a teacher myself, and someone who has benefited hugely from an education, I absolutely believe in the transformational power of what we do in schools. This is particularly important for our most vulnerable young people, those who could become marginalised and not reach their potential due to their background or learning needs. It is up to us to make sure that doesn't happen.

Vibrant learning communities are built when pupils of all abilities and backgrounds thrive together, and a truly excellent education enables choice and agency for all children. This is at the heart of our comprehensive principle.

We want people on our team who are excited by the prospect of having a deep and lasting impact on the lives of young people. We want people who are honest, curious, intellectually rigorous and committed to the challenges and opportunities of innovation and collaboration. We also want people who are committed to contributing to the wider education system.

As Chief Executive, I am committed to raising standards for young people, in a sustainable way through a strong MAT operating model and an insistence on excellence whilst understanding that schools need to retain their unique identity so they can be at the heart of their communities. I also know that investing in all our people is critical to success. It is our leaders, teachers and school staff that make the difference for children every day.

Join our team and we will work together to deliver 'excellence for all', enabling all pupils and staff to thrive and be successful. If this excites you; we want to hear from you!

Claire Heald

ABOUT US

The CAM Academy Trust was established in 2011 and currently comprises twelve primary schools and five secondary schools, four of which include sixth forms. In January 2026, ACES Academies Trust - a Huntingdon-based multi-academy trust - merged with CAM, adding five additional schools to our family.

Our primary schools are Cromwell Academy, Everton Heath Primary School (just inside Bedfordshire), Gamlingay Village Primary, Godmanchester Bridge Academy, Godmanchester Community Academy, Jeavons Wood Primary School, Offord Primary School, Hartford Infant and Pre-School, Hartford Junior School, Harston and Newton Primary School, Spaldwick Primary School and Thongsley Fields Primary and Nursery School. Bourn Primary Academy joined as the first Associate Member in 2021.

Our secondary schools are: Comberton Village College (and Sixth Form), Cambourne Village College (and Sixth Form), Hinchingsbrooke School, Melbourn Village College and St Peter's School (and Sixth Form).



The CAM Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful candidates will be subject to an enhanced DBS check, barred list check and a medical questionnaire.

ABOUT US

Continued

Teacher training (CTSN)

The CAM Academy Trust supports the training of new teachers to become qualified members of the teaching profession. We do this through our SCITT (CTSN).

As a school-based provider of initial teacher training, CTSN SCITT is very much grounded in the life of its local schools and its tutors are experienced practising teachers drawn from, not only CAM Academy Trust schools, but also a wide network of schools across the region.

Our SCITT has a strong regional reputation.

Maths Hub

The CAM Academy Trust is proud to be the base for the [Cambridge Maths Hub](#) which is promoting excellence in maths teaching across Cambridgeshire, as well as Peterborough, West Suffolk, King's Lynn and West Norfolk.

The Hub supports teachers to improve educational standards for students in our region from the youngest child in Early Years to Post-16.

The Cambridge Maths Hub offers free, high-quality professional development to maths teachers across the Hub area.

The Cabins

Our Cabin provisions are attached to four of our schools. The Cabins provide autistic students with an opportunity to be educated in mainstream settings.

We set high expectations for students but provide expert support from highly skilled and caring staff.

All our cabins strive to ensure that every pupil attains the highest possible academic achievement and offer high levels of pastoral support.



THE VACANCY

Salary: NJC Scale 5 Points 12 to 17 (£28,598 - £31,022 per annum FTE). Actual salary £28,598 per annum on point 12.

Contract: Permanent. 37 hours per week. 52 week per year.

Start date: As soon as possible

Place of work: Field based across Cambridgeshire for The CAM Academy Trust

Are you passionate about IT and looking to develop your career in a supportive, forward-thinking environment?

The CAM Academy Trust is seeking an enthusiastic ICT Technician to join our growing central IT team. With 17 schools across Cambridgeshire, we are in an exciting period of expansion and are investing heavily in technology to support teaching and learning.

This is a fantastic opportunity to join a progressive and collaborative IT team, where you'll gain hands-on experience across a wide range of technologies while supporting schools directly. You'll play a key role in ensuring staff and pupils have reliable, effective IT – from troubleshooting day-to-day issues to supporting device rollouts and classroom technology.

We're looking for someone who:

- Has a passion for IT and helping others
- Enjoys problem-solving and working in a fast-paced environment
- Is eager to learn and develop their technical skills
- Can build positive relationships with staff and students
- Holds a full driving licence and is happy to travel between sites

In return, we offer:

- The chance to be part of a growing and innovative Trust
- A supportive team with strong opportunities for training and progression
- Exposure to modern technologies including cloud services and 1:1 devices
- A varied, hands-on role where no two days are the same

If you're ready to take the next step in your IT career and want to make a real difference in education, we'd love to hear from you.

Apply now and be part of something exciting.

For further details on our Trust and schools please visit our website [The Cam Academy Trust – A family of schools in Cambridgeshire and Bedfordshire, educating young people from 3-18](#)

HOW TO APPLY

To apply for this position, please submit your completed application form with supporting statement on [MyNewTerm](#).

Your supporting statement should demonstrate how your career to date has prepared you for this post and be no longer than two sides of A4.

Applications will only be accepted from applicants completing the application form in full. Please note that we do not accept CVs.

Interviews will be offered to those applicants who best demonstrate how their skills, abilities and experience meet the person specification, taking into consideration the job description.

We reserve the right to interview and appoint within the application window. With this in mind, we encourage you to apply as soon as possible.

If you have any questions about this role, please contact the Recruitment team on recruitment@catrust.co.uk

Closing date: 09.00 on Monday 27th April 2026
Interviews to be held: w/c 4th May 2026

Thank you for your interest in The CAM Academy Trust.



JOB DESCRIPTION

Salary:

NJC Scale 5 Points 12 to 17 (£28,598 - £31,022 per annum FTE). Actual salary £28,598 per annum on point 12.

Line of responsibility:

The ICT Technician is directly responsible to the Trust Field Technician.

Strategic purpose:

The CAM Academy Trust is committed to enhancing teaching and learning through the effective use of technology across all its schools.

As an ICT Technician, you will provide first-line and on-site IT support to schools within the Trust. You will work as part of the wider IT team to ensure that IT systems, devices, and services operate efficiently and reliably.

This is a hands-on, field-based role, supporting primarily primary schools and assisting in secondary schools when required. A full driving licence and access to a vehicle is essential.

The **primary aims** of the post are:

- To provide day-to-day IT support across schools in the Trust
- To assist with IT installations, maintenance, and basic project work
- To ensure the smooth running of IT equipment and services
- To respond to IT issues in a timely and professional manner

Organisational relationships

- Responsible to the Trust Field Technician
- Direct liaison with a range of stakeholders including CAM trust staff and pupils
- Direct liaison with the wider IT team

In addition to the responsibilities described, to carry out any other duties of a similar nature at the reasonable request of the central education team.

The job description will be subject to regular review and any changes will be made in consultation with the post holders. The aim will always be to reach agreement on any changes, but if agreement is not possible, the trust reserves the right to make the changes following consultation.



Six core principles

At the heart of our work lie the six core principles of The Cam Academy Trust. These drive everything that we do.



EXCELLENCE

We insist on the very best. This means setting out a clear entitlement to excellence for all our young people. For us, excellence comes from the highest standards of curriculum, teaching and pupil support. We adopt a mindset that keeps us striving for better.



COMPREHENSIVE EDUCATION

We are proud to educate pupils of all abilities, backgrounds and needs. Inclusive schools are vibrant communities, that are richer for their diversity. We value fairness and social equity.



BROAD EDUCATION

Our pupil entitlement offers more than just academic success. A broad education develops confidence, creativity and character. The wider experience and opportunities offered in our schools mean that our pupils have more choice and agency.



COMMUNITY

We prioritise our civic duty. Our schools are at the heart of their local communities. We draw on the best that our local area has to offer and work with community leaders to help our schools thrive.



PARTNERSHIP

Together we achieve more than we can alone. We deeply value the partnership we have with our families. CAM plays an active role in our communities, our region and the wider education system. We share, and build connections to help make the system better.



INTERNATIONAL

We think beyond borders; we value diversity. We prepare pupils to thrive in a global society, promoting cultural understanding and awareness of the wider world.

JOB DESCRIPTION continued

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|------------------------------|--|
| <p>General Duties</p> | <ul style="list-style-type: none"> • Provide first-line technical support to staff and pupils • Respond to helpdesk tickets within agreed timescales • Troubleshoot hardware, software, and network issues • Set up and maintain devices including desktops, laptops, and tablets • Support classroom technology (e.g. displays, printers, AV equipment) • Escalate more complex issues to senior team members • Visit schools to provide hands-on IT support • Carry out routine checks and basic maintenance of IT equipment • Assist with device deployments and replacements • Ensure IT environments are safe, tidy, and functional • Support user accounts and basic administration tasks (e.g. password resets) • Assist with Office 365 and cloud-based services • Help maintain accurate IT asset records • Support basic network connectivity checks • Assist with rollout of new devices and systems • Support IT projects under guidance from senior staff • Help prepare equipment for deployment • Provide a friendly and professional service to all users • Communicate clearly with staff about IT issues and resolutions • Maintain good working relationships across schools • Follow Trust IT policies and procedures • Maintain awareness of IT security and data protection • Prioritise workload effectively • Undertake training and development as required • Carry out any other duties appropriate to the role |
| <p>Organisation</p> | <ul style="list-style-type: none"> • To ensure that deadlines are met. • To ensure the accuracy of all information. • Organising and prioritising own work to the successful achievement of objectives. |
| <p>Communication</p> | <ul style="list-style-type: none"> • To act as a role model for the department and wider central trust team. • Translate technical issues and solutions into clear, accessible language for non-technical stakeholders. • Provide a customer-focused service to colleagues and schools. • To work with others to support all users across the organisation using a helpdesk solution. • To maintain excellent communication with stakeholders |

| | |
|-------------------------------|---|
| Wider contribution | <ul style="list-style-type: none"> • Work in line with the Trust’s six core principles. • Actively contribute to Trust-wide strategy through operational insight and feedback. • Support a strong culture of safeguarding in line with Trust policies and procedures. • Take professional ownership of the role, managing priorities to achieve agreed objectives. • Commit to ongoing professional and personal development. • Undertake such other duties as reasonably correspond to the post. |
| Personal development | <ul style="list-style-type: none"> • Maintain excellent subject expertise and awareness of the latest, evidence informed practice • Engage in regular professional learning and reading. • Engage positively in the Trust’s arrangement for performance management and professional growth. |
| Safeguarding | <ul style="list-style-type: none"> • Adhere to safeguarding policies and procedures. • Demonstrate commitment to safeguarding and promoting the welfare of children, young people, and vulnerable adults. • Comply with health and safety policies, organisational statements, and procedures, undertake to report any incidents, accidents, hazards and to take a proactive approach to health and safety matters in order to protect both yourself and others. |
| Advocacy and influence | <ul style="list-style-type: none"> • Be an advocate for the Trust externally and across our schools. • Be outwards facing and see opportunities for positive influence and external partnership and networking. |

The CAM Academy Trust is committed to safeguarding and promoting the welfare of all children and young people. We expect all staff to actively share this commitment. All adults working in our Trust in whatever capacity will be part of a thorough safer recruitment process. All appointments will be subject pre-employment checks including the taking of satisfactory references and enhanced criminal record clearance (via the Disclosure and Barring Service) in line with the need to create and maintain a safe culture.

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PERSON SPECIFICATION

| CRITERIA | ESSENTIAL | DESIRABLE |
|---|-----------|-----------|
| Qualification and Experience | | |
| 5 GCSE'S including English and Maths to Grade C or equivalent | X | |
| Basic experience in an IT support environment (work, education, or apprenticeship) | X | |
| IT qualification (e.g. Level 2/3 ICT, apprenticeship) | | X |
| Experience working in a school or education environment | | X |
| Knowledge and Interpersonal Skills | | |
| Basic understanding of: <ul style="list-style-type: none"> • Windows operating systems • Microsoft Office / Office 365 • Computer hardware and peripherals | X | |
| Ability to: <ul style="list-style-type: none"> • Troubleshoot simple IT issues • Follow instructions and procedures • Manage own workload and prioritise tasks • Communicate clearly with non-technical users | X | |
| Good organisational skills and attention to detail | X | |
| A passion for IT and supporting users | X | |
| Positive, "can-do" attitude | X | |
| Willingness to learn and develop technical skills | X | |
| Reliable and punctual | X | |
| Calm and professional approach when dealing with issues | X | |
| Team player with a flexible approach to work | X | |
| Full driving licence with business use to travel between sites | X | |
| Basic networking concepts | | X |
| Apple devices (iPads, Macs) | | X |
| Device setup and deployment processes | | X |

BENEFITS

We offer the following benefits, designed to promote your wellbeing and make your time with The CAM Academy Trust satisfying and rewarding.

Core benefits

- Paid leave – enhanced sick pay, maternity pay, and adoption leave pay (linked to service) and paid leave for unforeseen personal situations.
- Pension – a generous pension scheme.
- Death in service payment – lump sum payment and an ongoing pension for your partner & children (subject to conditions & membership of our pension scheme).

Health and wellbeing

- Employee counselling and support – free, independent 24/7 help and advice for work related issues, as well as problems affecting your home life.
- Environment – good working environment with excellent facilities.

Professional development

- Professional development – full and part-funded training courses and a wide range of learning opportunities available to all staff.

Employee discounts

- Car parking – free and on-site.
- Hot drinks – tea & coffee making facilities provided.
- Cycle-to-work scheme – save £££ on a new bike and accessories.

Work-life balance

- Flexible working – all staff can make a request to work flexibly.



The CAM Academy Trust

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