



RECRUITMENT PACK

ART & DESIGN TECHNOLOGY TECHNICIAN

Closing Date: 12 noon, 20th March 2026





**11-18 Mixed, Multi-ethnic, Outstanding Academy
1700 on roll (inc 300 in Sixth Form)
One of Brent's most over-subscribed schools**

Art & Design Technology Technician

35 hours per week

Term time only

Permanent – subject to a 6-month probationary period

Salary Scale 3, Points 5–6: £25,583 – £25,989 per annum

Pro rata salary: £21,980.33 – £22,329.16 per annum

To start in April 2026

We are looking to appoint an Art & Design Technology Technician to provide high-quality technical support to the Design & Technology and Art departments, ensuring the smooth running of lessons and the safe operation of tools, materials, and machinery. The technician will play a key role in preparing materials, maintaining equipment, supporting teachers and students, and upholding health and safety standards in both departments.

To apply please refer to: -

[Chrysalis Multi Academy Trust, Kenton, | Teaching Jobs & Education Jobs | MyNewTerm](#)

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JOB DESCRIPTION

General Departmental Support

- Assist teaching staff with lesson preparation, demonstrations, and practical activities.
- Set up and clear away materials and equipment for lessons, including practical demonstrations.
- Support students during practical lessons where appropriate, ensuring safe working practices.
- Ensure all workspaces, tools, and resources are ready for use and appropriately stored after use.

Equipment Maintenance and Safety

- Carry out regular checks, cleaning, and maintenance of DT and Art machinery and tools (e.g. bandsaws, belt sanders, drills, kilns, printing presses).
- Ensure all equipment is maintained in accordance with health and safety regulations and school policies.
- Organise servicing and repairs of machinery where necessary, keeping detailed records of inspections and servicing.
- Maintain a clean, tidy, and safe working environment in workshops, studios, and preparation areas.
- Monitor and replenish first aid supplies, PPE and other classroom equipment.

Resource Management

- Manage and maintain stock of materials and equipment for both departments.
- Order materials and supplies in line with departmental budgets and teacher requests.
- Label, organise, and store resources appropriately for ease of access and inventory control.

Health & Safety

- Uphold and promote safe working practices at all times.
- Keep up to date with relevant health and safety guidance (e.g. CLEAPSS, COSHH).
- Ensure Risk Assessments and safety documentation are followed and assist in updating them where needed.
- Liaise with external agencies / companies to organise health & safety inspections, audits and training.

Administrative Support

- Maintain an inventory of tools, equipment, and consumables.
- Support with displays of student work, exhibition preparation, and department events.
- Assist in documenting and photographing student work for assessment or display.
- Assist with the photocopying and production of teaching resources.

Desirable Experience

- Experience working in a workshop, manufacturing, engineering, or school DT environment.
- Knowledge of maintaining and repairing a range of workshop tools and machinery.
- Knowledge of health and safety practices and machinery regulations.
- Familiarity with a range of materials and manufacturing processes.
- Experience or familiarity with CAD/CAM equipment (e.g. laser cutters, 3D printers).

Any other duties that may be allocated from time to time by your Line Manager.