



Maidstone Grammar School
for Girls

Non sibi sed omnibus

Design Technology & Art Technician

Required from December 2021/January 2022

Full or Part-Time Term Time plus 1 negotiated week

Monday to Friday 8.15am-3.45pm (minimum of 2 days per week)

Kent Scheme Salaries 4: equating to £18,517 - £19,625 pa pro rata

We are seeking an enthusiastic individual to support our Design Technology and Art departments as a Technician. The post would be equally suitable for an experienced technician or for an individual with an interest in Design Technology and/or Art. The ability to work and communicate with a range of people at all levels, including young people, will be essential. The successful applicant will be flexible, pro-active in adapting to change and creative and practical. Knowledge of IT packages and to undertake a range of tasks is desirable.

General duties which apply to all subject areas:

- Provide support in lessons and occasionally lunchtimes across all key stages and subject areas
- To assist with and attend various departmental or school events eg open evenings, art & design technology exhibition
- To prepare stock orders and maintain stock levels across all subject areas
- To assist with the maintenance of displays and visual resources
- To prepare, photocopy and laminate resources
- To work with, and communicate effectively with, students in years 7-13 as well as working collaboratively with members of staff in the departments
- To be able to show a proactive, flexible and creative approach to tasks

The postholder is required to work for 39 weeks per year. The postholder will receive a payment in respect of their pro rata entitlement to Annual Leave appropriate to their grade, Bank Holidays and the KCC concessionary day which is included in the salary above.

Maidstone Grammar School for Girls is a very successful selective girls' school of 1200 students with a mixed sixth form of approximately 320. Since July 2019 we have been appointed by the Department for Education as a Computer Hub in recognition of the expertise the school has evidenced in Computing Education and will take a lead in training teachers across the south east in the delivery of Computing. The post offers the opportunity to work with intellectually able young people in a supportive and friendly environment. Staff benefits include strong support for professional development and healthcare scheme.

“Maidstone Grammar School for Girls is an outstanding school” (Ofsted)

Full details and an application pack are available from the school's website www.mggs.org
Applicants should complete our application form and email, along with covering letter, to the Headteacher's PA. If you require any additional information please contact Ms Starns, PA to the Headteacher via email: mstarns@mggs.org

Applications welcomed immediately

Applications will be considered in the order in which they are received. Suitable candidates may be interviewed before the closing date and Maidstone Grammar School for Girls reserves the right to withdraw the position if an early appointment is made.

Closing Date: 8am on 6th December 2021

Interviews: 9th December 2021

We are committed to safeguarding and promoting the welfare of young people and expect all staff to share this commitment.

A forward-thinking community with a tradition of excellence