



GENEVA ENGLISH SCHOOL

Science, Art and IT Technician

For September 2020

Closing date for applications: Monday 2 March 2020

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Message from the Head, Tim Meunier

We are delighted that you are considering applying for the new post of Science, Art and IT Technician at Geneva English School.

This is a school in which there is purposeful energy and zest for life, coupled with a remarkable openness and generosity of spirit that extends throughout the whole community.

Our vision is to provide an outstanding education within a caring and collaborative learning environment. We take the traditions and values of British education and combine them with the best of modern, international and global programmes to create an engaging, relevant and cutting edge education that prepares individuals for the interconnected world of the future.

We are in an exciting phase of our development as we continue to grow our new, forward-looking secondary school on the foundations of our well respected and highly successful primary.

I look forward to reading your application.

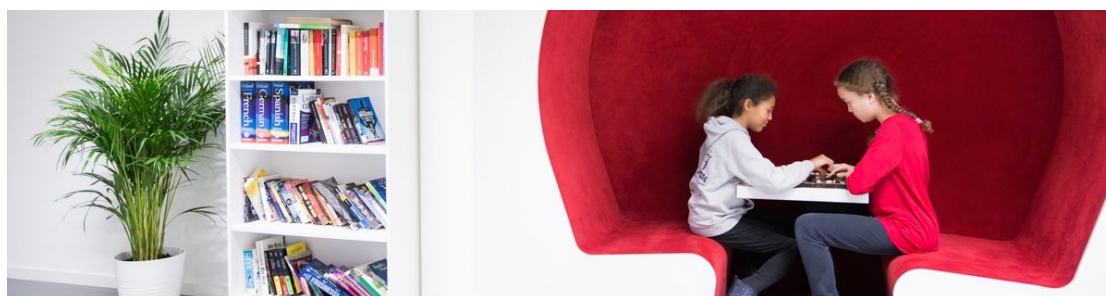
Tim Meunier

About Geneva English School

Geneva English School (GES) is an international, British curriculum, not-for-profit school, based just outside central Geneva. Since its foundation in 1961, the school has maintained its very strong sense of community and we are proud of the high-quality, holistic and innovative education we provide to our pupils.

GES is a member of [COBIS](#), [IAPS](#), [AGBIS](#), [SGIS](#) and [AGEP](#) and was recently rated "[excellent](#)" [in every area of our provision](#) by the [Independent Schools Inspectorate](#) – the highest possible rating. Our broad and enriching educational programme has its foundations in the UK national curriculum, but is continuously enhanced and adapted so it is relevant and applicable to our international community and ensures we take advantage of our beautiful, local surroundings.

The nursery and primary school are housed in an elegant, mid-nineteenth century building in Genthod by Lake Geneva. The campus includes five acres of outside space, an indoor gym, library, 22 classrooms and spacious, specialist classrooms for art, music and drama.



In 2016, GES embarked on an exciting new phase of its development with the opening of a secondary school in an architect-designed, state-of-the-art facility in Versoix (three kilometres from the primary site). The Secondary has been growing organically, with the addition of one year-group every academic year. Year 10 opened in September 2019 and Year 11 will follow in September 2020.

We follow the English National Curriculum in Key Stage 3 and offer a mixture of GCSEs and IGCSEs at Key Stage 4 (14 - 16). At Key Stage 5 (16+), we will offer an A Level Diploma Programme in which A Level studies will be supported by complementary courses, enrichment studies, an independent project and the development of key life skills.

Science, Art and IT Technician

Role

This is a new position at GES, made necessary by our growth towards an all-through school (3 – 18). For September 2020, we foresee the need for technical assistance in Science and Art & Design at the Secondary, and in Information Technology across both the Primary and Secondary.

The Technician will work for the Head of Secondary Science, Head of Secondary Art and Design, and the Head of Computing and Digital Strategy and his/her time will be divided between these three areas.

As the School grows and expands, the role will evolve and depending on the skills of the successful candidate, this could mean moving more towards Science and Art & Design, or alternatively more towards IT.

Science, Art & Design and Information Technology at GES

Our approach to Science is active and 'hands-on', rooted in the belief that curiosity about the natural world, insight into how the world and the universe work, and appreciation of the relevance of scientific exploration to everyday life are what provide the motivation to discover and to learn. We use an enquiry-based approach that encourages questioning, experimentation, and an understanding of the way in which scientific concepts and methods link different disciplines and subject areas together.

We have a well-equipped, high-specification laboratory with an adjacent preparation room. For September 2021, we will need to provide a second laboratory, and further spaces will be needed as the School grows.

In Art and Design, pupils are encouraged to explore and develop their skills across a range of disciplines – including but not limited to painting, drawing, printmaking and textile design – creating a portfolio of work that demonstrates both the creative process and ability in a variety of techniques. By studying the work of artists, designers and craftspeople, pupils develop their understanding of visual expression and communication and find inspiration for their own work.

We seek to integrate digital and information technology into every aspect of school life, from learning and research to communication and sharing ideas. We acknowledge the huge potential of technology and the wonderful creativity it can bring, whilst also being aware of its risks. Our aim is to adapt to technological change, continuously developing a digital strategy that benefits every member of the school community.

There is a growing network of Apple MacBooks and iPads across the School, served by fast Wi-Fi throughout the buildings. Computing forms part of the compulsory curriculum for all pupils to the age of 16.

In order to manage our computer network and IT resources, we currently work with local consultancies and providers, who provide technical support as necessary.

Key responsibilities

- Work closely with and take direction from the Head of Secondary Science, Head of Secondary Art and Design, and the Head of Computing and Digital Strategy, dividing your time according to an agreed weekly schedule
- Provide technical assistance for the teaching and learning of Science and Art & Design in the Secondary, including extracurricular science and art/design/creativity clubs
- Provide technical assistance for the use of digital technology by pupils, teachers, learning assistants and members of the administrative/support staff throughout the School
- Working in collaboration with colleagues, contribute to the development of systems and of the working and educational practices of the School
- Act in accordance with the policies of the School and in particular with the principles laid down in the Staff Handbook, Staff Code of Conduct, ICT Acceptable Use Policy and Safeguarding & Child Protection Policy.

Person specification

We keep an open mind in the consideration of any applicant who believes they have something special and valuable to contribute.

Essential

- Highly developed practical skills and the ability to troubleshoot and solve problems
- An interest in education and working in a school
- An interest in Science, Art & Design and Information/Digital Technology
- A good level of proficiency in English
- The ability to work as part of a collaborative team
- Good time management
- Flexibility, a sense of humour, and a willingness to be involved in all aspects of school life

Desirable

- Appropriate qualifications in Science, Art, Design or IT

How to apply

Please **submit a completed GES Application Form** (available from <https://www.geschool.ch/about/work-with-us/teaching-vacancies>) to the Head of HR, Ms Aurore Alefsen by email to hr@geschool.ch **before 12:00 noon on Monday 2 March 2020**. A brief covering letter to the Head and/or curriculum vitae may also be submitted but will not be accepted in place of a complete application form. Interviews will be held at the School on Wednesday 11 March 2020.

Safer recruitment

Geneva English School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo child protection screening, including checks with past employers and enhanced national/international criminal records checks.