



# STONYHURST

## Job Description

### Graduate Assistant - Art

#### Job Purpose

- To service and maintain the school's Art and Photography areas.
- Work with individual students demonstrating practical and technical art skills

**Reporting to:** Head of Art Department

#### Key Responsibilities

- Prepare and layout materials and equipment for class use.
- Take ownership of ordering, stock taking and equipment.
- Maintenance of a clean and safe working environment.
- Assist classroom teacher with practical delivery of lessons when necessary. Assist students using the photographic studio, changing backgrounds and lighting
- Assist with functions related to practical learning e.g. Trips, visiting speakers and parents weekend.
- Support staff with administrative duties.
- Support staff with displays and exhibitions of art and photography throughout the year.
- Support the wider creative arts faculty as necessary with whole school productions, concerts and open evenings.
- Develop an online database of students artwork.
- Any and all other duties required by Stonyhurst and the Art department, which are reasonable within the remit of Art education and its development at Stonyhurst.
- To undertake training where needed to gain relevant and appropriate Art related qualifications
- To positively and actively promote the Mission and Identity of Stonyhurst College and St. Mary's Hall
- To make a significant contribution to the Boarding community within the school, working up to a maximum of 3 evenings per week
- To contribute as appropriate to the Pastoral support systems
- To be mindful at all times of issues relating to Safeguarding and Health & Safety

*"Stonyhurst" (Stonyhurst College, Saint Mary's Hall) is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to an enhanced DBS check.*