

JOB FAMILIES ~ Curriculum Support Team**Job Title: Art Technician****Grade – JG4**

Role purpose: Required to carry out a range of activities working within existing procedures and routines with limited supervision from classroom teachers. Roles at this level will require a broad knowledge and understanding of the work processes in the specific area of work. The post holder will resolve routine technical and process problems and queries, escalating the more complex to others.	
Typical activities	Knowledge, skills & experience
<ul style="list-style-type: none">• Liaise with the department teachers in ascertaining the planned need for resources within lessons, and work independently to prepare and organise in advance of the lessons, ensuring a safe and clean environment is maintained.• Undertake preparation, clearing and cleaning of resources, such as clay pugs, paint, paper and photography darkroom chemicals and resources etc, and any specific technical equipment in support of Art and Photography lessons and learning, as requested.• Support both the teacher and students in their use of resources within the classroom, as required and directed by departmental teachers.• Meet with subject leader (line manager) on a regular basis to ensure technical support is maintained and planning is appropriate.• Support during specific whole day and evening events such as Art exams and showcases as required.• Be committed to professional development and training as necessary to fulfill the different aspects of the role.• Support the ethos and vision of the school at all times.• Any other task deemed reasonable by the Headteacher.	<ul style="list-style-type: none">• NVQ level 2 in literacy and numeracy• NVQ level 2 or 3 units of qualification (such as LSA NVQ units) or equivalent practical work experience to achieve the qualification in technical skills relating to the service area.• Practical work experience to give a thorough understanding of the processes and practices required.• Awareness and general understanding of the service area technical protocols, regulations and relevant legislation• Ability to work with colleagues, students and the wider school community to ensure safe working practices.• Ability to work unsupervised and be self-directed
Performance measures	Competencies
Quantifiable objectives ~ e.g. Feedback from colleagues, contractors and the general public Key Performance Indicators (where available)	<u>Team Working</u> ~ cooperation and flexibility, contributes positively by sharing information and supports team consensus <u>Outcome focused</u> ~ delivers specific pieces of work to agreed specifications.

Line manager assessment	<u>Problem Solving & judgment</u> ~ confident in making decisions within guidelines <u>Planning & Organising</u> ~ prioritises what is important in line with team & service goals <u>Business Awareness</u> ~ understands the role of others in relation to the impact on own role and recognises how decisions made in other areas can impact on them.
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