



EPSOM
COLLEGE

Assistant Art Technician — Part time
Term Time



Welcome to Epsom

Thank you for your interest in our school. I am into my second year here and can tell you – both as a parent and Head – that Epsom is a very special place. We're fortunate to have beautiful grounds, wide-open spaces and excellent facilities.

Our academic results are strong, and we're proud of our sport, co-curricular programme and pastoral care. What strikes me most, however, is the warmth of our community, the genuine enthusiasm of our pupils, and the dedication of staff who truly care about every child in their charge.

INDIVIDUAL ATTENTION

Epsom College has a clear mission: to help young people to lead fulfilling lives and make meaningful contributions to the world.

We're pleased that our pupils consistently achieve strong academic results – 91% securing A*-B at A-level – and they follow diverse paths to top universities, pioneering startups, creative ventures, and entrepreneurial pursuits. Yet academic excellence is just the foundation.

I hope our pupils will leave with memories, friendships, ideas and imagination that will serve them for life.

I want them to discover talents they didn't know they had and to develop the confidence to tackle whatever challenges await them. I encourage them to take appropriate risks, to ask thoughtful questions, and to pursue their passions with determination.

NATIONAL RECOGNITION

We're grateful for recent recognition: The Sunday Times named us the UK's most-improved school in 2024, School Sport magazine ranked us as the leading co-ed school in South East England, and Tatler describes Epsom as a school that "constantly burnishes" its reputation.

But we continue to evolve. And our future success depends on the quality of the staff we bring into our community. I hope you come and meet us and leave as excited about Epsom's future as I am.

Mark Lascelles,
Head, Epsom College

The Art Department

The John Piper Art School was named in 1990 after the prominent Artist who was an Old Epsomian; other OEs include Graham Sutherland and John Wells. Art is a popular subject and many of our Art students go on to study and work in the visual arts and architecture. We aim to encourage our pupils to develop their creative thinking and practice, so that they are aware of the diversity of Art and the possibilities that it offers, both as an exam subject and in terms of future employment. The Art School provides a lively and creative learning environment in which pupils are encouraged to explore the breadth of Fine Art, employing a wide range of materials and techniques, learning to handle them with expertise and confidence, developing fluency as they progress through the Art School.

The Art School is in a generous, four-storey building, with views over the College grounds. Studios are spacious and well equipped.

All pupils take Art as they enter the College, either at Year 7 or Year 9. Our commitment to drawing is central to all practice. As a core skill it is developed through painting, mixed media, printmaking, and sculpture. This continues through GCSE, drawing is extended through working in a range of disciplines, as the requirements of the GCSE Assessment Objectives are covered. The course is diverse and demanding, both practically and academically.





Role and Responsibilities

- To work under the direction of the Head of Art and Senior Art Technician to support all members of the Art School, (drawing and painting, photography, ceramics, 3D, printmaking and textiles and screenprinting), in practical preparation for classes, working as a teaching assistant when necessary.
- Under the direction of the Senior Art Technician, liaising with Art staff, and setting up of lesson materials and assisting staff as required.
- As requested by the Senior Art Technician, stock the art studios and tidy away on a daily basis, ensuring that all equipment and tools are stored securely after use.
- To assist with the mounting and display of work in the Art School and around the College as directed by the Head of Art and Senior Art Technician.
- To assist with the management of Art School resources, auditing them and ordering materials, equipment and stationery as necessary.
- As requested, collect materials from local suppliers from time to time.
- Attend departmental meetings as and when required and assist with Workshops and Gallery visits.
- To undertake any reasonable task as directed by the Head of Art or Senior Art Technician.

All employees must be aware of the responsibility placed on them under the Health & Safety at Work Act (1974) and that the agreed safety procedures are carried out to maintain a safe working environment.

No job description can fully cover all aspects of the role and consequently the responsibilities are likely to evolve and change over time. This description gives an overall view of the position.

Person Specification

- **Essential**
 - A keen interest in art.
 - Educated to Art A Level or higher.
 - Demonstrate evidence of strong communications skill.
 - Evidence of strong organisational skills and the ability to work independently, with a highly proactive, flexible and positive approach to all duties and responsibilities.
 - Evidence of a good working knowledge of IT software.
 - Provide evidence of team working skills.
 - A commitment to safeguarding principles and complying with protocols.
 - An understanding and appreciation of health and safety procedures.
 - High level emotional intelligence with a sense of humour and an enabling attitude.
 - Demonstrate a professional attitude and represent the values of the school.
- **Desirable**
 - Knowledge of materials and equipment; especially experience of sculpture, model making, woodwork or other 3D disciplines.
 - A higher-level art qualification and/or artistic experience.
 - Experience of working in an academic environment.
 - Experience/knowledge of working in a supporting art role or within an art department would be desirable.
 - Experience of working with young people aged 11-18.





Terms and Conditions

- **Salary:** £15,882 per annum
- **Hours:** 30 hours per week 8.00 am – 2.00 pm Monday & Friday, 9.00 am – 6.00 pm Tuesday & Thursday term time, including Inset days (34 weeks).
Some flexibility of hours will be required in order to meet the needs of the pupils timetable, department examination, timetable and school events.
While the total number of working hours will remain the same, there may be some flexibility in how these hours are arranged across the working week, which can be discussed at interview.
- **Holidays:** Entitlement will be 28 days per annum, inclusive of bank holidays (pro-rata for part-time working). This entitlement rises by one day per year up to a maximum of 33 days per annum inclusive of bank holidays. Statutory holiday entitlement to be taken during College's holiday published dates. The above salary includes an allowance for holiday.
- **Pension:** The College operates the Epsom College Automatic Enrolment Scheme. The Scheme is administered by The Pensions Trust and eligibility is based on statutory criteria. If eligible, the Employee will be required to contribute a minimum of 5% of basic salary and the College will contribute 4% in compliance with current legislation.
- **Benefits:**
 - Private health care
 - School fee discount
 - Life Assurance
 - Meals and refreshments free of charge during working hours
 - Free use of fitness suite at certain times
 - Free car parking on site

Method of Application

Candidates to complete an application form which can be downloaded via our website www.epsomcollege.org.uk. To comply with safeguarding procedures when working in a school, CVs will not be accepted. Applicants should refer to the Recruitment, Selection and Disclosure policy on the College website.

Applications will be assessed in order of receipt and interviews, and appointment may occur at any stage after applications are received. Please apply as soon as possible.

If you have any questions about the role, please contact the HR team on hr.recruitment@epsomcollege.org.uk

- Closing date for applications: **9th October 2026**

Safeguarding and Equal Opportunities

SAFEGUARDING

Epsom College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

The post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are “spent” unless they are “protected” under the DBS filtering rules) in order to assess their suitability to work with children.

In compliance with statutory safer recruitment regulations, the post will be offered subject to receipt of satisfactory written references, pre-placement medical assessment, proof of appropriate qualifications, a check of online search engines and websites of publicly available information that does not identify the candidate as potentially unsuitable to work within a school setting, a satisfactory Enhanced Disclosure from the Disclosure and Barring Service and overseas police check if appropriate, as well as confirmation that the successful candidate is able to work in the UK.

Prior to interview, an online search of internet

search engines, websites and other publicly available and publicly accessible platforms to ascertain applicant's suitability to work within a school environment will be undertaken on applicants that have been shortlisted. Please note whilst the Enhanced DBS check will be paid by the College if an overseas police check is required it will be at the cost of the successful applicant.

EQUAL OPPORTUNITIES EMPLOYER

Epsom College is an equal opportunities employer that believes in equal opportunities for all, celebrates, and welcomes diversity.

Employment decisions throughout the school are made without regard to any status protected by law. If you require any reasonable adjustments at any stage of the application process, please feel free to contact our HR department or detail any adjustments on the application form.

