



GDST
GIRLS' DAY SCHOOL TRUST

Art and Design Department Technician

Term Time only plus 10 days not in term time

Mon – Fri, 8.00 a.m. – 4:00 p.m.

Full time equivalent salary: £19,500 - £25,000 (£16,337 - £20,945 pro rata)

The North East's leading independent girls' day school has an exciting opportunity to appoint a creative, enthusiastic and practical Art and Design Technician to work alongside the teachers in the Art and Design department. The Art and Design Technician role is a term-time only role and includes a number of administrative and clerical duties common to all departments in addition to technical and creative skills specific to the Art and Design department.

The successful applicant will possess good practical Art and Design skills, excellent administrative skills including intermediate or higher-level ICT capabilities – including use of database applications, Photoshop and an interest in the Creative Arts. Inter-personal skills will be well developed as will the ability to prioritise, meet tight deadlines and to follow both verbal and written instructions. NHSG is fully committed to providing training and support to the successful candidate.

About the School

NHSG is a leading academic day school. Our girls are ambitious, bright, enthusiastic and eager to learn and we offer a warm and supportive community. We occupy a site in suburban, leafy, Jesmond with excellent transport links. As part of the Girls' Day School Trust (GDST), the UK's leading network of independent girls' schools, we can offer a variety of benefits, including:

Competitive rate of pay and conditions.

Membership of Defined Contribution Pension Scheme which offers flexibility in terms of both contribution levels and retirement options.

Access to the extensive GDST central training and development programme

Training grants for obtaining further qualifications.

Discounted fees for children at GDST schools.

Lunches: free lunches are provided to all staff during term time.

Season Ticket Loans: Interest free loans for travel are available to staff to enable them to buy annual season tickets.

Computer Loans: Interest free loans are available to staff to enable them to buy a computer for personal use at home.

Cycle Scheme: The School is part of the scheme which enables staff to purchase bicycles and equipment at a tax advantageous rate and pay for the equipment over 12 months.

A great working environment, atmosphere and location.

The application process will be completed by our online portal. Please click on link below: -

https://my.corehr.com/pls/gdstrecruit/erq_jobspec_version_4.jobspec?p_id=012531

Closing date: Monday 11th October at noon. You must be available for interview during the later part of that week.

The GDST & NHSG is committed to diversity, inclusion and real change: a family where every individual is valued, respected and included.

NHSG and GDST are committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the DBS. Applications will be considered only from candidates who are eligible to work in the UK.