



## **Applicant Pack**

# **Art & Design Technician**

Grade/Salary: Grade C (actual salary  
£8,733)

Start Date: March 2026

<https://www.brookfield.hants.sch.uk/131/current-vacancies>

For an informal discussion about this post, more information or to arrange a visit please contact our Recruitment team on 01489 576335 or by email on [employeesupport@brookfield.hants.sch.uk](mailto:employeesupport@brookfield.hants.sch.uk)

Closing Date: Monday 9 February 2026



## Headteachers Welcome

Brookfield is a school whose priority is to ensure staff and students are successful and happy. We have a rich and diverse curriculum open to all students, led by a highly talented group of curriculum leaders. Our students are engaged, confident, polite and well behaved (mostly) and move on to gain excellent results and future successes.

I am proud to say we have a lovely school which is down to how staff across the school work so effectively together. We have an ethical approach to leadership underpinned by strong, trusting relationships and collaborative working.

If you are an aspirational professional who shares our core values and wants to make a positive difference to the lives of the young people at Brookfield, then please complete the appropriate forms.

Before applying, why not visit us during the working day: Please contact Recruitment at [recruitment@brookfield.hants.sch.uk](mailto:recruitment@brookfield.hants.sch.uk) to arrange an appointment.

Yours faithfully

Stuart Parkes  
**Headteacher**



## Art Department

Art is a well-established, friendly and thriving department at Brookfield Community School. We offer a warm welcome to all staff and students.

We offer 3 endorsements at GCSE - Fine Art, Photography and Textiles.

The department's requirement for success is not students' technical talent but an enthusiastic and positive attitude. In addition, many of our students are extremely able and they love drawing and painting realistically. The course allows work to be developed across a range of two and three dimensions, informed by the example of other artists, photographers, crafts-people and designers. Skills of problem-solving and research, inventive playfulness and critical thinking are essential. Ideas and studies, analysis and thoughtful reflection are all documented in sketchbooks and ambitious outcomes are encouraged and produced.

Study trips are currently made to London and Kew Gardens, which the students get so much from. Students are encouraged to spend extra time on their coursework projects, and to this end an after school co-curricular slot is allocated every week, though they may use the studios whenever they wish.

We have four specialist classrooms and access to a range of high-quality equipment including: a Kiln room, a dedicated Textiles suite with sewing machines and a heat press. Our Photography Studio with lighting, backdrops and specialist cameras, allows us to teach the GCSE Photography course effectively, as does our access to computer suites which feature Adobe Cloud software and iPads which we use for editing.





## Your Opportunity

We are seeking to appoint a highly motivated individual with effective practical, administrative, organisational, communication skills and a sense of humour in order to

- Support with and further develop the Art curriculum and processes
- Develop strong and trusting relationships with colleagues and students
- Be committed to your own CPD

## In return we will offer you:

- A committed, enthusiastic, open and accessible team of staff with a genuine desire to continue to move the school forward.
- A thorough and personalised staff wellbeing programme including access to counselling, private GP and physiotherapy.
- Excellent and varied CPD opportunities to ensure you continue to develop.
- Participation in our support staff performance management, including regular meetings with your line manager.

Above all else we will ensure you feel valued, listened to and are able to contribute to the Brookfield community.



## Main Duties and responsibilities

As part of your role, you will provide support to five art teachers across the department and school. Working closely with the subject lead, your role will include:

- Preparing lesson materials and resources
- Assisting teachers during practical lessons
- Supporting students with individual tasks where appropriate
- Conducting stock checks and processing orders efficiently using the IT system
- (Desirable but not essential) Having technical knowledge of sewing machines
- Helping with the transportation of resources and equipment across the school site, such as sewing machines
- Working independently and taking initiative, while also being reactive and responsive when needed

## Health, safety and discipline

In addition, you will need to:

- Promote the safety and wellbeing of pupils.
- Maintain good order and discipline among pupils, managing behaviour effectively alongside the classroom teachers to ensure a good and safe learning environment.

## Professional development

- Take part in the school's performance management procedures.
- Take part in further training and development when appropriate in order to improve own role.

## Communication

- Communicate effectively and positively with colleagues.

## Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective and positive professional relationships with colleagues.

## Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school.
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.

## Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies.
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary.
- Promote the safeguarding of all pupils in the school.



## Safer Recruitment

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to Disclosure and Barring Service checks along with other relevant employment checks.

[Safer Recruitment Policy](#)





Please note: Brookfield Community School may hold interviews as and when applications are received, and this job may be withdrawn at any point without notice.

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**School Address**

Brook Lane  
Sarisbury Green  
Southampton  
Hampshire  
SO31 7DU

**Contact Information**

Reception  
Tel: 01489 576335  
Email: [info@brookfield.hants.sch.uk](mailto:info@brookfield.hants.sch.uk)