ST EDMUND'S SCHOOL
CANTERBURY

CANDIDATE PACK



CREATIVE INDUSTRIES TECHNICIAN
PERMANENT/FULL-TIME
JANUARY 2027

www.stedmunds.org.uk













THE SCHOOL

OVERVIEW

We are a co-educational independent day and boarding school for pupils aged 3–18, offering a warm and supportive environment that values the individual and encourages pupils to explore a wide range of opportunities, whatever their interests or strengths. Located on St Thomas Hill, just five minutes from Canterbury city centre, the School enjoys an attractive setting with far-reaching views across the city. Academic ambition is balanced with a strong emphasis on co-curricular involvement, helping pupils to develop confidence, curiosity and character.

Pupils are respectful of one another and work together to create a cohesive, inclusive and happy community with a strong family atmosphere at its heart. The School is proud of its rich performing arts heritage, including an award-winning Drama Department, a thriving music programme and St Edmund's Choral Society, all of which play an important role in school life.

The Junior and Senior Schools all share the same site, creating a connected and vibrant whole-school community.





OUR ETHOS

Our pupils benefit from a caring and supportive environment, high-calibre teaching and a holistic educational approach that seeks to develop creativity, leadership qualities and original thinking.

A broad academic curriculum and extraordinarily diverse co-curricular programme enable pupils to find their path and grow to 'be all they can be'.

Our small class sizes enable the personalisation of learning so that pupils receive the attention and academic challenge they need to excel.

Every pupil here is known and understood.

The fact that we educate children from the age of 3 to 18 underpins the strong family atmosphere and sense of community that pervade the school.

St Edmund's is proud of its pupil-centred and ambitious academic ethos. We seek to foster original thinkers with the intellectual and personal skills to be leaders and decision makers in the future.

Highly-qualified teachers mean that young people receive inspirational instruction, with vibrant debate and individual attention colouring every classroom.

Pupils develop learning skills through project work and research opportunities such as the Extended Project Qualification and the Durrell Essay. We encourage cross-curricular work to promote original ideas and multi-dimensional thinking.

Essentially, our pupils are encouraged throughout their time at St Edmund's to aim for and achieve the very highest academic standards of which they are capable.

DETAILS ABOUT THE POST

TITLE	Creative Industries Technician
TYPE OF POST	Full-Time, Term Time Only. Part-Time (0.8) wi
GRADE	£27,484 – £31,269 per annum FTE (£20,939 – £23,823 per annum pro rata), based on 39.6 weeks per annum
START DATE	Immediate Start

POST & DEPARTMENT	
Department	The Creative Industries department offers pupils a broad and ambitious experience encompassing art, design, manufacturing, innovation, creativity and digital technologies. Pupils engage in a range of practical, creative projects from Key Stage 3 through to A-Level and portfolio preparation. Facilities include specialist workshops, CAD/CAM facilities, laser cutting and 3D printing equipment, photography and art studios and exhibition spaces. The department is committed to developing pupils' creativity, technical competence and confidence through real-world project work and innovative teaching.
Role	To provide specialist technical support across the School's Creative Industries provision, including Design Technology, Product Design, Engineering, Digital Design, Art, Photography, Textiles and related creative disciplines. The Creative Industries Technician will play an active role in creating a safe, efficient and inspiring environment in which pupils can develop practical, creative and technical skills. This post will support both curriculum delivery and co-curricular activities across a range of creative and manufacturing spaces.

THE ROLE

KEY RESPONSIBILITIES

- Maintenance and safe operation of equipment, machinery and specialist resources across the department.
- Ordering materials, checking deliveries, monitoring stock levels and ensuring the safe and efficient storage of equipment, tools and consumables.
- Preparation of materials, machinery, equipment, teaching aids and specialist resources for lessons, projects, exhibitions and enrichment.
- Setting up and clearing away of equipment and resources for practical lessons and demonstrations.
- Assisting staff during lessons, including working with pupils individually or in small groups under the supervision of the class teacher.
- Supporting pupils and staff through provision of specialist technical knowledge across design, manufacturing and creative disciplines.
- Assisting GCSE and A-level pupils with project development, prototyping, model making and problem solving.
- Maintaining the specialist workshop, including studio and digital fabrication equipment, and ensuring that maintenance schedules, safety checks and service records are completed appropriately.
- Preparing displays, exhibitions and showcases that celebrate pupils' achievements and promote the work of Creative Industries across the School and wider community.
- Maintaining health and safety records relating to tools, machinery, equipment, materials and substances used within the department.
- Supporting the implementation of departmental risk assessments and safe systems of work.
- Assisting with maintaining a safe, organised, secure working environment throughout the department.
- Providing first-line support for technical and equipment-related issues affecting teaching and learning.
- To use initiative to ensure a safe, well-organised and efficient working environment.
- Any other reasonable requests made by the Head of Department, 2nd in Department or teaching staff.

PERSON SPECIFICATIONS

	ESSENTIAL	DESIRABLE
QUALIFICATION	• Relevant qualification or equivalent experience in Design, Engineering, Manufacturing, Art, Photography, Textiles or a related Creative Industries field.	• Degree or higher qualification in a creative, design, technical or engineering discipline.
SKILLS & EXPERIENCE	• Strong practical workshop or studio experience. • Excellent organisational skills. • Knowledge of health and safety procedures and risk management. • Experience maintaining equipment, tools and machinery. • Confident use of IT and digital technologies. • Understanding of a range of materials including timber, metals, plastics, textiles and mixed media. • Ability to support CAD/CAM and digital manufacturing processes. • Workshop, engineering or commercial manufacturing experience. • Experience with laser cutting, CNC equipment and 3D printing. • Strong communication skills with young people and colleagues. • Ability to work independently and as part of a team.	• Experience within a school environment. • Knowledge of Fusion 360, Adobe Creative Cloud or similar software. • Photography, textiles or exhibition experience. • Experience supporting students in practical learning environments. • Photographic darkroom and studio experience.
PERSONAL QUALITIES	• Professional, calm and organised approach. • Commitment to pupil success. • Positive and proactive attitude. • Strong attention to detail. • Flexible and adaptable. • Patient and supportive when working with students. • Commitment to maintaining high standards of safety and organisation. • Strong team player with a practical "can-do" mentality.	

CONDITIONS OF SERVICE

BENEFITS

Workplace Pension Scheme, Employee Assistance Programme including counselling services and financial/legal advice line, Salary Sacrifice schemes such as Cycle2work, subsidised gym membership, retail discounts and cashback scheme.

Fee remission is available to all members of staff subject to spaces being available at the discretion of the Governors and subject to change.

SAFER RECRUITMENT

St Edmund's School Canterbury is committed to safeguarding and promoting the welfare of children and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).

UK GDPR

Personal information provided by candidates will be kept on a secure file in the school and will not be released to third parties outside the school without the permission of the person concerned, except where there is a legal requirement so to do.

APPLICATIONS

Applications should be emailed to recruitment@stedmunds.org.uk no later than 09.00am Wednesday 2nd December 2026.

Applications must take the form of an application form and covering letter including the candidate's suitability for the post with reference to the person specification. The names and contact details (including email addresses) of two referees are required (one of whom must be your current or most recent employer and neither referee should be a relative or someone known to you solely as a friend).

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ST EDMUND'S VALUES



We value....

EACH OTHER

Recognise our responsibility to create a caring and supportive community

We value....

INDIVIDUALITY

Recognise that everyone is different and has unique needs, strengths and aspirations





We value....

EXCELLENCE

Commit to being the best we can be

We value....

INTELLECTUAL CURIOSITY & CREATIVITY

Love learning and seek to foster creative, critical & lateral learning





We value....

SOCIAL RESPONSIBILITY

Promote the idea that individuals must contribute to the greater good of society










Eye protection
must be worn

