



## D&T Technician

### The School

Churcher's College is an Independent coeducational day school offering Nursery, Junior, Senior and Sixth Form education. With 1060 pupils in the Senior School and 250 pupils in the Junior School of approximately equal numbers of boys and girls, Churcher's College enjoys recognition as one of the most accomplished independent, coeducational day schools in the country.

The school is hosted on two campus sites in Hampshire enabling the Junior School and Nursery pupils to flourish in their own beautiful grounds in Liphook, whilst maintaining close links to the Senior School and Sixth Form located in nearby Petersfield. Both sites offer on-site playing fields and unrivalled facilities, providing the comfort and opportunities of an open, healthy environment.

Churcher's College offers the widest range of experiences and the opportunity to be the best. The school has received independent acknowledgement for its academic success, creative arts, performing arts, adventurous activities and sporting achievements. Churcher's is an inclusive school where parents, children, staff and friends all contribute to the rich and broad education provided. We aim to nurture children into educated, informed, socially responsible and respectful citizens ready to succeed in life.

### The Role

An enthusiastic and well qualified individual is required to join the Design Technology Department; this role offers technical and practical support to both pupils and staff ensuring the smooth running of this busy department. You will need to ensure both

equipment and materials are fit for purpose and maintain a safe environment for learning across the year groups. The department comprises of two full-time subject specialists, one part-time subject specialist and two technicians. All pupils study the subject until the end of year 9 with exam groups at GCSE and A level. The subject enjoys good uptake in the examination groups and achieves great examination result success, being one of the top performing subjects in the school.

### Main Duties

#### Classroom Support (to both teachers and pupils)

- Ensure the correct materials and equipment are available for the daily timetabled lessons
- Set up equipment for demonstrations and prepare teaching aids
- Clearing up of equipment on the completion of lessons, maintaining a clean and safe environment
- Working with pupils to assist in the development of their projects when directed by teaching staff
- Assist teachers with specialised equipment
- Any other reasonable tasks to assist teachers in the smooth running of the department
- Maintenance and Preparation (to ensure equipment is safe and fully functioning, causing minimal interruption to teaching times)
- Maintenance of all wood, metal and plastics machinery
- Sharpening and maintenance of all tools and equipment
- Preparation of materials for pupil projects
- Distribution of workshop consumables such as abrasives, paints, screws etc.

- Daily checks of workbench equipment and tools racks – restocking as appropriate
- Assist with maintenance of the fabric of the department
- Daily checking of department consumables
- Maintain and develop suitable storage solutions for materials
- Weekly maintenance of laser cutters
- Weekly clearance of extraction bins

#### Administration and General Duties

- Monitoring and ordering of stock materials, following school purchasing protocol and ensuring competitive prices
- Ongoing ordering of materials for upcoming projects (working to teaching plan)
- Maintenance of strong relationships with our suppliers
- Maintain a record of suppliers and sources of specific materials for future reference
- Establish and maintain computerised stock control system on the network
- Be available for Open Days, Private View evenings and school trips as necessary
- Perform appropriate risk assessments and monitoring of safety equipment and procedures.
- Liaise with head of department to ensure all health and safety protocols are in place including the updating of risk assessment/ COSHH information.
- Liaise with the maintenance department when required to ensure department is well maintained (raise tickets as appropriate)
- Attend weekly department meetings
- Assist with the management of text books

#### Health and Safety and Training

- Undertake regular training to keep up to date with developments in the design technology field
- Establish regular communication with the

- HoD on health and safety issues and any other concerns
- D&T technicians should manage their time well and plan ahead to ensure all materials and equipment are available and operational for upcoming projects/modules. Advance discussions with teaching staff and reference to the year planner will be essential.
- All staff within the school will need to be committed to pupil welfare and safeguarding and conduct themselves appropriately and complete any relevant or required training.

## Personal Qualities

- Well organised and forward planner
- Can do attitude" to problem solving
- Approachable and adaptable working style
- Team player
- Able to work alone and use initiative
- Ability to adjust communication style to differing audiences including a range of pupils
- Strong communication skills
- A passion to help children learn and develop to their potential

## Skills & Experience

- Good standard of practical knowledge, working with wood, metal and plastics
- Good standard of practical knowledge of metal welding MIG/TIG a benefit
- Good understanding of and ability to use relevant equipment/technology
- Working knowledge of Microsoft Office, including Word, Excel and Outlook
- Ideally, some working knowledge of 3D design (SolidWorks) and 2D design (TechSoft) or equivalent
- Previous experience working as D&T technician would be beneficial but not essential as strong industry experience would also be appropriate
- Some experience working with children or young people is desirable
- Current Health and Safety training certificate is desirable

## Employment Terms

Location: Churcher's College Senior School, Ramshill, Petersfield GU31 4AS

Responsible to: Head of Design Technology

Hours: 8:30 - 16:30 Monday to Friday with 30 mins for lunch (37.5 hours per

week) for 43 weeks (term time 35 weeks + 3 weeks during school holiday plus 5 weeks paid holiday). Part-time applications are welcome.

Pay: Competitive salary dependent on experience.

Start date: September 2026

Probation period: Six months

Notice: A written notice period of half a term is required for either the Employer or Employee to reasonably terminate the employment contract.

Pension: The post holder is entitled to join the School's Pension Scheme.

**To Apply Please send completed the application form (available from the website) and letter of application to Claire Buckton, HR Manager, Churcher's College. Ramshill, Petersfield, Hampshire GU31 4AS, or by email to [recruitment@churcherscollege.com](mailto:recruitment@churcherscollege.com).**

Vetting/recruitment: All staff appointed to positions at Churcher's College must undergo an

enhanced DBS check. A copy of the school policy on DBS is available on request.

Two written references will be required and any gaps in employment records will be investigated. It is also necessary for all staff to notify the Headmaster before appointment of any convictions, or other factors which may be relevant to their employment in a school environment.

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

Churcher's College aims to be a fair employer and is committed to equal opportunities and does not discriminate against employees on the basis of gender, ethnic origin, disability or age.

Closing date: 20 February 2026

Interviews: 4 March 2026

