



***Candidate Brochure
Technology Faculty Technician
(Construction, Art, Design & Technology)***



THE DEAN TRUST
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Technology Faculty Technician (Construction, Art, Design & Technology) Job Summary

SALARY:

Grade 3, SCP 3-5 (FTE £24,796 -
£25,583 pa) £21,235 - £21,909 Actual

START DATE:

TBC - Sept 2026

WORKING PATTERN:

Monday-Friday, 08:00 - 16:00 (37 hours)

CONTRACT:

Permanent, TTO plus 1 week

LOCATION:

Dean Trust Wigan, Greenhey, Orrell,
Wigan, WN5 0DQ

RESPONSIBLE FOR:

N/A

ACCOUNTABLE TO:

Faculty Leader - Technology

The Dean Trust is an equal opportunities employer committed to ensuring inclusion, diversity and equality of opportunity. We welcome applications from a diverse range of candidates including those from underrepresented groups and/or with protected characteristics.

The Dean Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All post holders are subject to pre-employment safeguarding checks, including an enhanced Disclosure and Barring Check.

The Dean Trust is seeking to appoint a talented and enthusiastic **Technology Faculty Technician** to join our dedicated team at Dean Trust Wigan to support our Construction, Art and Design & Technology departments.

If you have a background in **construction, joinery, carpentry, engineering, maintenance or a related trade**, we'd love to hear from you. Previous experience working in a school isn't required - we'll provide the support you need to transition into the role.

Dean Trust Wigan is an 11-16 mixed sex comprehensive school at the heart of our community; a friendly and inclusive school, with high expectations and high standards for staff and pupils alike.

We are a rapidly improving school and have in the last 12 months made great strides in improving pupil attendance, adherence to routines and enriching our curriculum. Testament to this is our recognition as a Rainbow Flag school. This recognises us as an inclusive environment for our LGBT+ community. We are proud to recognise and support our LGBT pupils and their allies through our pupil voice, curriculum offer, pastoral care and within our wider community of governors and parents.

Dean Trust Wigan also holds Rights Respecting Schools Gold status, one of only 4 secondary schools in the North West. The Award recognises achievement in putting the United Nations Convention on the Rights of the Child at the heart of a school's planning, policies and practice. A Rights Respecting School is a community where children's rights are learned, taught, practised, respected, protected and promoted.



Main Purpose of the Role

The core values are to be an integral part of the daily routines and procedures where shared expectations form the basis of a code of conduct / standards of behaviour for all:

- Recognising the importance of learning as a means to enable us to achieve, be fulfilled and positively contribute to our society and community.
- Promoting and achieving excellence - excellence is attainable – continually aspiring to be the best we can be and making our best better.
- Encouraging creativity and innovation – ‘a can do’ and ‘no excuses’ culture.
- Promoting equality and diversity – every pupil is unique and will be respected and diversity will be celebrated.
- Working in Partnership to raise aspirations – parental engagement with the school being at the heart of the community.
- Insisting on the highest standards of behaviour - only the highest standards of behavior will be expected and celebrated.
- Safeguarding the health, safety and welfare of all who study and work at the school.

Core Duties

The curriculum technician will provide practical, administrative and technical support service across the subject area.

- Preparation of materials and equipment for project work from year 7 to 11.
- To operate machinery (training provided).
- To undertake regular checks, minor repairs and report faults and safety problems to the relevant persons.
- To be responsible for the application of good practice when dealing with the use and storage of materials and equipment ensuring compliance with health and safety and other relevant record keeping.
- Cleaning sinks and cleaning bench-tops of debris and materials, clearing spillages.
- Updating stock records and subject inventory records.
- To maintain stocks of relevant materials which will include ordering of goods and supplies from staff requisitions and liaise with suppliers as necessary.
- To put up and service classroom displays and corridor displays as directed.
- To participate in training and personal development programs as required.
- To be available if required to cover for other curriculum technicians in other subject areas.
- To be first aider
- To undertake any duties as may be determined by the Headteacher commensurate with the grade to support the effective operation of the school curriculum and activities.

Additional Duties:

- To participate in continuing professional development.
- To be aware of and comply with all school policies and procedures.
- To appreciate and support the role of other professionals.
- To work under the direction of the lead teacher/organiser, when accompanying staff and pupils on a school trip.

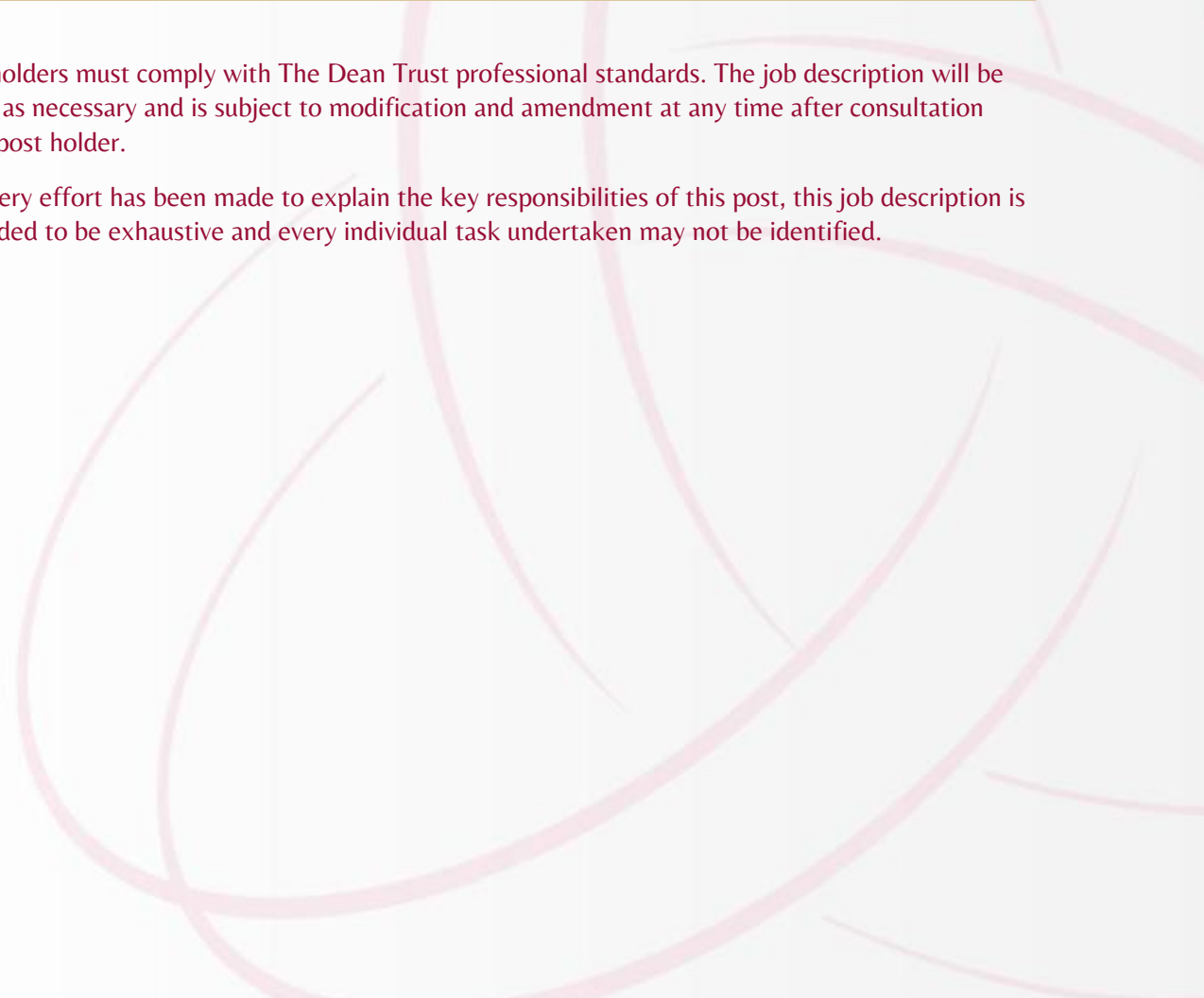
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- To undertake any duties as may be determined by the Headteacher commensurate with the grade to support the effective, efficient operation of the school curriculum and activities.

All employees have the responsibility to:

- Ensure any documentation produced is to a high standard and is in line with the brand style
- Be aware and comply with all policies and procedures relating to safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person
- Participate in training and other learning activities as required
- Participate in the school's People Development Process
- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate
- To represent the school/academy at events as appropriate
- To support and promote the school/academy ethos
- To undertake any other duties and responsibilities as required that are covered by the general scope of the post
- To undertake any other reasonable duties at the request of the Executive Team and/or Headteacher

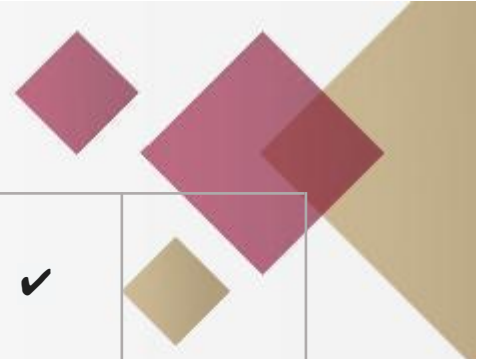
All post holders must comply with The Dean Trust professional standards. The job description will be reviewed as necessary and is subject to modification and amendment at any time after consultation with the post holder.

Whilst every effort has been made to explain the key responsibilities of this post, this job description is not intended to be exhaustive and every individual task undertaken may not be identified.



Person Specification

	Essential	Desirable
Qualifications		
GCSE or equivalent in Mathematics and English at grade C or above	✓	
Appropriate first aid training		✓
Experience		
Evidence of good interpersonal skills: an ability to relate to teachers, other professionals and pupils	✓	
An understanding of school organisation systems		✓
Working with or caring for children of a relevant age and/or learning need		✓
Knowledge		
Ability to relate well to children and adults	✓	
The ability to work as a member of a team	✓	
Ability to use ICT effectively	✓	
Personal Attributes		
Aware of self and others; demonstrating empathy and understanding for others and the highest standards of personal and professional ethics	✓	
Positive; continually holding high aspirations for themselves, for pupils and for the school	✓	
Innovative; with the imagination and courage to propose radical change, maintaining learning and well-being of students as their first priority	✓	



Solution focussed; with the resilience to overcome setbacks and the creativity to find ways forward and constantly seeking opportunities to develop their own knowledge, understanding and skills	✓	
Strategic; capable of acting on their own initiative, making decisions and taking responsibility for them	✓	
Visible; a role model who will embody the values of the school to staff, pupils and the wider community	✓	
A team player; striving to improve the life changes of our pupils	✓	



How to apply

If you would like to apply for this role please apply through our online recruitment site which is available via:

careers.thedeantrust.co.uk

Application Closing Date: 08:00am 1st September 2026

Interview Date: To be confirmed

If you have any queries, please contact the HR team on 01942 511987 or email

dtwoffice@deantrustwigan.co.uk

