

St Joseph's Specialist Trust

ICT & MEDIA TECHNICIAN

**Location: Beautiful 23-Acre site on outskirts of Cranleigh,
Surrey**

Hours: 8:30AM – 4:30 PM, Monday to Friday

Salary: £24,562 - £26,090pa



St Joseph's Specialist Trust is a non-maintained specialist school and college, registered children's home and adult supported living community. We support around seventy children, young people and adults with complex needs, with a dedicated team of over 250 staff.

We are looking for a proactive and skilled ICT & Media Technician to join our Business & Admin team. This is a varied and rewarding role, helping to ensure our students, tenants and staff have access to reliable, safe and accessible technology that enhances learning, communication and daily life.

Why Join Us?

- **Competitive Incentives:** £1,000 retention bonus (£250 after 1 month, £250 after 1 year and £500 after 18 months)
- **Comprehensive Benefits:** Life insurance, Medical Cashplan, free hot lunch during term time and ample free parking
- **Personal & Professional Growth:** Annual performance reviews, CPD training, induction programme, mentoring and support networks
- **Wellbeing Support:** Confidential Employee Assistance Service, Mental Health First Aid and Occupational Health
- **Scenic Location:** Work on a stunning 23-acre site at the edge of the Surrey Hills!

About the Role:

As our ICT & Media Technician, you will:

- Provide first-line ICT support for staff, students and tenants
- Maintain and troubleshoot hardware, software and audio-visual equipment
- Support specialist technologies including sensory room equipment and assistive technology
- Install, configure and test new devices and systems
- Manage and update the Trust's ICT and media equipment inventory
- Liaise with external providers for repairs and service support
- Offer informal training and guidance to staff in ICT and media use

This role will involve working directly with young people with special educational needs, so patience, empathy and adaptability are essential.

About You

We're looking for someone who is:

- Confident with ICT systems, networks and AV / media equipment
- A problem-solver who enjoys helping others
- Resilient and adaptable, with a calm and supportive manner
- Organised with good communication skills
- Willing to learn and develop through ongoing training (including behaviour support)

Experience working in education or with assistive technology would be an advantage, but full training will be provided.

Candidates should possess physical and mental resilience and enjoy working in a dynamic environment. Own transport is preferred due to our semi-rural location.

Training & Commitment:

All successful applicants will participate in Team Teach positive behaviour support training during induction – a vital part of our approach to supporting our students. By joining us, you will become a key worker committed to making a meaningful impact.

How to Apply:

Please complete our application form, including employment history and a personal statement explaining why you're right for this role. We do not accept CVs.

For an application pack (including form, job profiles, person specification and link to our electronic application form), please visit us at <https://st-josephscranleigh.surrey.sch.uk/work-for-us/staff-vacancies/> or email us at recruitment@stjosephscranleigh.surrey.sch.uk.

Application Deadline: October 1st, 2025

Note: We may interview suitable candidates as applications are received and reserve the right to close the vacancy early. Unfortunately, we're only accepting applications from candidates already eligible to work in the UK.

St Joseph's Specialist Trust is committed to safeguarding and promoting the welfare of children and young people.

This position requires an enhanced DBS disclosure and take up of references