

Job Description

DT Technician

(Food & Textiles)



Role

The role of the DT Technician is to ensure, under the direction and guidance of the Subject Leader and teachers of food and textiles that the rooms are prepared, equipment and resources are available to provide excellent opportunities for students to learn.

Line Manager

The post-holder reports to the Subject Leader of Design & Technology who will carry out professional reviews in accordance with the school policy.

Key Tasks

The following are the key tasks that will be required; the precise duties will be discussed between the post-holder and the Subject Leader.

Role as DT Technician:

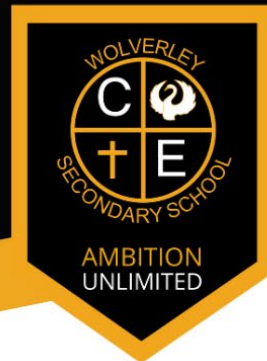
- Ensuring that due regard is paid to health and safety considerations following risk assessments for designated tasks/activities.
- Ordering, managing, maintaining (routine not major repairs), checking and purchasing of stock and equipment in the areas of food and textiles.
- Reprographics of printed materials and learning resources as required. Including the distribution to relevant staff in the department
- Carrying out other technical tasks directly for teachers and students such as using cookers, demonstrating use of equipment etc.
- Using knowledge and experience to offer creative solutions to issues raised by staff and students in, for example, the production of student work, organisation and storage of work.
- Administrative tasks for the team.
- Cleaning duties to include washing and drying of student aprons etc.

Additional responsibilities

This job description is not necessarily a comprehensive definition of the post. The post-holder is expected to carry out any other tasks that the Headteacher, Subject Leader or senior staff may from time to time reasonably require.

The nominal hours attached to this post are 20 hours per week. It is a requirement of this post that personal holidays are arranged to coincide with school holidays. This job description allocates duties but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.

Person Specification



Qualifications	Essential	Desirable
NVQ Level 2 qualifications or similar in relevant discipline or experience in relevant discipline	✓	
English and Maths qualifications at GCSE grade C or equivalent		✓
Evidence of professional development including Basic Food Hygiene Certificate	✓	
Knowledge and Understanding		
Understanding of issues to do with maintaining and using equipment and providing learning resources to support teaching in the defined DT subjects	✓	
Good knowledge of Health and Safety issues relating to DT teaching	✓	
Understanding of inter-personal issues	✓	
Have ability to understand and support the curriculum	✓	
Work constructively as part of a team, understanding school roles and responsibilities and your own position within these	✓	
Experience		
At least two years' experience of being a DT Technician (Food preparation and textiles subjects) in a school with secondary-aged students		✓
Skills, abilities, attributes		
Willingness to support the Christian ethos and Character of the school	✓	
Personal values that are consistent with the ethos of a Church of England School.	✓	
Willingness and ability to play a prominent role in the wider life of the school community by e.g. being present at school functions.		✓
Commitment to ensuring all students achieve their full potential.	✓	
Good level of ICT skill for administrative and teaching purposes.	✓	
Excellent written and oral communication skills.	✓	
Personal qualities that enable successful relationships to be built with students, colleagues, parents, governors.	✓	
Integrity, sound professional judgement, ability to maintain confidentiality and loyalty	✓	
Drive, enthusiasm and willingness to initiate and contribute to new developments	✓	
Willingness to participate in relevant training and development	✓	
Willingness to operate as part of a team, carrying out tasks beyond the envisaged job description when occasion demands	✓	
Ability to work under pressure	✓	
Ability to prioritise work	✓	
A good sense of humour	✓	
A car owner and user	✓	
A good listener	✓	