



Launceston College

Part of the Athena Learning Trust

Applicant Pack

DT Technician



ATHENA
LEARNING TRUST

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| Job Title: DT Technician | Start date: As soon as possible |
| School base: Launceston College | Contract type: 16 hours, term time only |
| Closing Date: Friday 27 th January 2023, 9am | Salary: Grade C – £10.59 - £11.87 (£20,258 - £22,905 FTE), actual salary £7,307.61 - £8,190.87 based on 16 hours |
| Interviews on: Wednesday 1 st February 2023 | Contract term: Permanent |

Our Trust

Launceston College is part of Athena Learning Trust alongside Altarnun Primary, Bideford College, Egloskerry Primary, Atlantic Academy and Launceston Primary School.

Our Trust is vibrant, energetic and has exceptional people across our Schools. You will be joining an existing high quality school team who give an exceptional level of practical support to our schools. We focus on the happiness and healthiness of our employees, with a practical focus on wellbeing, from 'light touch' marking to addressing behaviour centrally to ensure disruption free learning. We have a comprehensive employee assistance programme and a scheme offering rewards and savings at a large range of shops and supermarkets.

Our vision is to develop adventurous and ambitious students, who have the character, resilience and self-awareness required to be successful, whatever their background or circumstances. We seek to teach and support them to be responsible as well as happy and successful young people by learning the knowledge, skills and values that are essential for society.

Our pupils are amazing! We have exceptionally high aspirations for them and seek to support all our students no matter what their background or circumstances. We offer a distinctively broad, and academically rigorous curriculum across our primary and secondary schools, and aspire to the highest standards of teaching and learning. As a Trust we share information and best practices to ensure we focus on an excellent and sustainable 0-19 learning journey for children, with a strong focus on our school and Trust community.

The Trust offers expert guidance and advice to students to help them shape and achieve their future goals without limitation. We want to equip every student with the knowledge, skills and values they need to achieve the very best that they can.

We seek applicants who are aligned to our vision and ethos and have the talent and passion to deliver that vision successfully. We support all our schools with an extensive range of shared services, including: trust-wide leadership and management, tailored and supportive CPD, safeguarding activity, external network opportunities and high quality expertise in teaching and learning, school improvement, financial, administrative, estates and HR.

If you want to spend your time working to prepare resources to support the delivery of high quality teaching and have real influence and impact on the outcomes of young people whilst taking advantage of the lifestyle that miles of beautiful coastline, beaches and scenery that our settings can provide - we want to hear from you.

Our College

Launceston College is a large and established 11 – 18 secondary school in Launceston, Cornwall. The belief at Launceston College is that the most vital part of any school is the people who make it what it is. Our students enjoy being part of our school community and we have a strong team of staff at the college who are united in encouraging students to work hard, to achieve their best and to respect others. To do this we believe that students need to be fully challenged and supported within a caring environment.

The college addresses pupil disruption to ensure that our lessons are well-disciplined, orderly and respectful; we have rules and we expect students to follow them. Lessons are free of distraction and disruption.

To ensure our teachers are well supported, we have a practical approach with focused learning routines, 'light touch' marking and a range of excellent CPD opportunities and resources from the Trust School Improvement Team. We are proud to provide amazing facilities, including our brand new science facilities and access to outdoor educational facilities at nearby Dartmoor.

We are committed to the pursuit of individual excellence and achievement whilst ensuring that no-one is left behind. We believe in the education of the whole person and try to provide a range of experiences which promote the spiritual, moral, social and cultural development of our students; we are an accredited "Adventure Learning School" and provide a wide range of adventurous learning opportunities both inside the curriculum and beyond.

What's in it for you?

We can offer you an amazing place to work and some great benefits, including:

- A focus on staff happiness, healthiness and a holistic approach to wellbeing.
- Great pay and opportunities to develop your skills across a growing Trust.
- Access to an outstanding local government pension scheme and generous holidays.
- Inclusion in *Perkbox* - our benefits scheme which provides a range of great savings and perks.
- An Employee Assistance Programme to give practical support for your health and wellbeing.
- On site parking and a modern, well equipped school workplace.
- The option to be part of a nationally recognised cycle to work scheme.
- Opportunities to access quality CPD, to ensure professional success and personal satisfaction.
- A team of dedicated staff who are passionate about supporting teaching and learning.
- A Trust culture which is fair, developmental, and supportive of staff and pupils.

Thank you for your interest in the position of DT Technician within the Athena Learning Trust.

If you have any questions or if you would like a further discussion about the role, in the first instance please contact People Operations, on:

(01566 701683  people@athenalearningtrust.uk)



We are seeking to appoint a **DT Technician**.

Job Description:

Job title: DT Technician

Grade: C

Responsible to: Principal /Head of Faculty/Head of Vocational

Main Purpose of Job:

To organise the provision of practical support for the relevant curriculum area for staff and pupils at all key stages in the school/college. To assist the leadership team in securing an environment in which pupils can safely pursue theory/practical work.

Main Duties and Responsibilities

1. To prepare materials, equipment and teaching aids for classroom use. To tidy up and clean materials and equipment, including breakages and spillages, so as to ensure a safe and hygienic working environment at all times.
2. To support teachers and students during practical work, to include setting up demonstrations and experiments, providing advice to pupils in the development of their tasks, including the safe operation and demonstration of equipment.
3. To oversee the work of small groups of students engaged in practical tasks, as requested by the head of department under the supervision of the classroom teacher.
4. To assist with exhibitions, demonstrations and displays as requested.
5. To supervise students assigned to the faculty as part of their work experience programme, under the direction of the head of faculty.
6. To contribute to the training and development of trainee technicians working within the department.
7. To prepare specialised tools / equipment / materials within the department (as qualified).
8. To advise members of staff and pupils on particular hazards and requirements/best practice in the use of equipment / materials / experiments in line with COSHH/ safety / CLEAPPS guidance. To remain aware of current safety guidelines and legislation.
9. To issue and receive back materials and equipment. To log the use of equipment and check for missing and damaged equipment against inventories and inform the relevant teacher.
10. To check and test equipment routinely to ensure its good safe working order and to undertake maintenance, repairs and servicing where needed and within the limits of the post holder's

skills and training. To recommend any necessary repairs or arrange further maintenance for equipment on the approval of the head of department.

11. To operate a system of stock control, ensuring sufficient replenishment of materials within the approved limits and recommending any additional equipment/material requirements to the head of department. To assist in ordering stock and checking deliveries of stock when received.
12. To monitor and achieve the efficient organisation of the work and storage areas and to ensure the cleanliness, safety and security of these areas at all times.

General responsibilities

- To be aware of and adhere to applicable rules, regulations, legislation and procedures e.g. Council (Equal Opportunities Policy/Code of Conduct), national legislation (Health and Safety, Data Protection).
- To maintain confidentiality of information acquired in the course of undertaking duties for the department.
- To be responsible for your own continuing self-development, undertaking training as appropriate.
- To undertake other duties appropriate to the grading of the post as required.

Person Specification:

| Attributes | ESSENTIAL | DESIRABLE | Identified |
|--|---|--|------------|
| <u>Relevant Experience</u> | Experience of working in a school or with young people Knowledge of Health & Safety regulations and procedures | Experience of working in the Technology or Food industry | A I |
| <u>Education & Training</u> | GCSE English and Maths or equivalent experience | A recognised qualification at NVQ 3 or equivalent experience in Technology or Food Technology Safety certificate First aid qualification Experience in relevant discipline or related qualification | A |
| <u>Special Knowledge & Skills</u> | Ability and enthusiasm to work jointly with colleagues Full working knowledge of relevant polices/codes of practice/legislation Good IT skills with experience of using Word, Excel and Outlook. Good numeracy and literacy skills. An ability to work under pressure and to meet targets and deadlines. Organisational skills and ability to manage own time and plan and prioritise workloads. | Knowledge of volumetric and quantitative techniques Knowledge of particular subject/technical area Knowledge of relevant policies/codes of practice/legislation | I |
| <u>Any Additional Factors</u> | A professional, friendly, flexible and enthusiastic approach to work. A positive “can do” attitude to work focused on finding solutions to problems arising. A willingness to travel between Trust sites when necessary. | | I |

To apply:

To apply for this job, please complete the application form: (provided in two formats below):
(Please note that for the Word application, you may have to download the file)

[Word Application](#)

[PDF Application](#)

We reserve the right to close this advert and interview and appoint earlier than the advertised closing date should there be a good response to the advert, so early applications are warmly invited.

Safeguarding Statement:

Athena Learning Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. All posts are subject to DBS clearance and appropriate pre-employment checks.

