



Unity College

# Food Preparation and Nutrition Technician

Permanent

**Closing Date** 9.00am Monday 11 May 2026



Dear Candidate

I am delighted that you have requested further information regarding the position of **Food Preparation and Nutrition Technician** at Unity College. This is a permanent, non-teaching role.

I have been the Headteacher at Unity College since September 2022. Unity College has a very positive, friendly atmosphere. Staff care passionately about the well-being of our children and students are vibrant, enthusiastic and affable. Although Unity College is a large school, we strive to maintain a 'family feel' and a powerful sense of community in which every member of our community feels that they belong, are valued, and contributes positively to College life.



At Unity College, we are committed to improving every student's potential to succeed, both academically and socially. The successful candidate is likely to have experience of working successfully with young people. They will be aware of some of the challenges facing young people yet hold the highest aspirations for Unity College students. Above all, the successful candidate will model and maintain the highest of standards at all times. We are looking for a committed and organised Food Preparation and Nutrition Technician to join our supportive team. This is the perfect opportunity to work with our specialist teachers and Senior Technician to develop exceptional provision at Unity College.

We appoint on potential as well as experience, and we are committed to nurturing staff development. In return, we offer you a friendly and supportive environment and the chance to make a genuine difference to the amazing young people that make up our college community.

Working at Unity College is tremendously rewarding and this role is a fantastic opportunity to make a real difference to young people's lives as well as offering prospects for professional development. As a College we are firmly committed to continuous professional development for all and we invest heavily in developing our staff at all levels.

You are very welcome to visit Unity College to help you decide if this is the school and the role for you. Please contact [hr@unity.lancs.sch.uk](mailto:hr@unity.lancs.sch.uk) for an appointment.

I look forward to hearing from you.

With best wishes

A handwritten signature in black ink, appearing to read 'J. Richardson'. The signature is fluid and cursive, with a small flourish at the end.

**Jane Richardson**  
Headteacher

## The College

Unity College is a co-educational, 11-16 college. With 1500 students on roll, we are one of the largest secondary schools in Lancashire. The College's intake is diverse.

Unity College lies within the beautiful grounds of Towneley Park with breath taking views of the local countryside. The College was part of the Building Schools for the Future project. Our main building opened in September 2010. The College's roll has grown significantly in recent years and, as a result, there has been a large expansion programme which has included a new build of 19 classrooms and some internal structural changes. The new building opened in April 2022. This is a very exciting, but challenging, time for the College as we work hard to ensure that such rapid expansion does not detract from our core business of offering the very best possible education for every student at the same time as knowing our children and families really well.

Burnley is an area with significant levels of social deprivation. The school location deprivation indicator is 'above average' and the pupil deprivation base is 'well above average' (IDSR). The challenges of this context are manifest in the College and this is one of the reasons that we place such emphasis on excellent teaching and high levels of pastoral care and SEND support to remove barriers to achievement for all students.

The percentage of SEND support students is 'well above average' (IDSR) and the percentage of students with Education, Health and Care Plans (EHCPs) is increasing rapidly. The number and percentage of students identified as having Social, Emotional and Mental Health needs is significantly above that of other Lancashire secondary schools and is increasing rapidly.

The percentage of students classified as White British (81.6%) is 'well above national average' (60.4%). The percentage of students classified as Asian or Asian British – Pakistani (5.9%) is 'slightly above national average' (4.6%). The increase in the College roll to accommodate 'new to country' families has resulted in a significant increase in the numbers of students who speak English as an additional language. Whilst the percentage of EAL students (8.5%) is now close to average (IDSR) it has, historically been below average.

At Unity College, we are united by a desire for our students to be happy. Academic progress is obviously vital but we also place a high value on the provision of enrichment opportunities that help our students to grow into responsible, confident, considerate, happy young adults. Underpinning all of this are excellent standards of pastoral support and care that enable children to feel safe and valued. At Unity College, we are proud of the extensive and expert support systems that we have in place for our students. These comprise a wide range of people and processes (both within college and involving outside agencies). We currently have 11 DSLs trained and operational at Unity College.

We believe that our children need to be challenged to think hard, work hard and behave well but we always seek to challenge with compassion: every student will be given the opportunity to achieve academic success in an inclusive, supportive, creative environment. We are committed to ensuring that every student at Unity College experiences a sense of belonging at the same time as creating a culture and ethos that is utterly committed to achievement.



## Why work at Unity College?

---

*Every Headteacher will say good things about their own school and so we asked our staff to contribute to this brochure to give you an honest view 'from the chalkface'. Furthermore, interviews always provide opportunities for candidates to talk frankly with a range of staff.*

---

"I feel so proud and privileged to have worked with so many amazing children over the years. There is nothing more satisfying than seeing children who deserve to achieve great results do so. The fact that we, at Unity College in Burnley, can help students achieve high grades of 8s and 9s shows the true value and quality of our teaching and curriculum. It gives me joy to know our students from Burnley can not only rival the grades achieved by children at grammar schools/private schools but beat them too. (It also makes me feel quietly smug!) We have, and continue to have, a positive impact on the life chances of young people across our community in Burnley."

---

"I genuinely enjoy coming to work and love what I do. I enjoy teaching and being part of such an amazing team who are more than just work colleagues but are genuine friends. I have worked in a few schools but none of them have ever felt like home in the way that this school does. Here are just a few reasons why I love teaching at Unity College.

1. Many students here at Unity College come from challenging backgrounds, but I feel that I make a difference in their lives by working here. I love working with the dedicated team of staff in our department.
  2. This school has a sense of community where students, staff and our parents and carers work together to look after each other.
  3. We have access to incredible facilities that allow us to offer our students a broad curriculum that is not only engaging but also provides fun experiences that no other local school can genuinely match. As a result, we can offer students of all abilities access to opportunities to lead an active, healthy lifestyle.
  4. I feel proud to be a member of the Unity College family because we have an excellent reputation for the quality of our teaching and excellent behaviour of our students."
- 

"I believe that Unity College has a genuine desire to do the best for all the students. The staff within the department are a good team who work together and the staff have an excellent spirit. When I first came to the school, the staff and pupils were warm and welcoming and accepting of new staff and pupils. I feel as I can discuss any issues with any other member of staff (SLT or class teacher) and will not be judged or questioned but supported to find a solution that is best for everyone."

---

---

“I have worked at Unity for six years now and commute here every day from Yorkshire. One of the many reasons I am still here is the excellent working relationships I have with other members of the mathematics department. There is a very friendly feel to the department, and everyone just "gets on" with each other. I have worked in several other schools where there was not the same cordial atmosphere in the staffroom. As for the students I have found that they take a little bit of getting used to but once you have gained their respect, they are a great bunch of young people to work with. The diverse range of student backgrounds makes it a very rewarding job where you can feel that you are really making a difference to the lives of the students in your care.”

---

“Unity College is a modern, successful, and well-respected school with great facilities based in beautiful surroundings – but none of that to me is truly important. The reason I work at Unity College is because I love the great team dynamic in the supportive, professional department that I'm part of; it was also immediately obvious when I interviewed here that the whole of the college really cares about the future of our children. The fact that the school is within easy reach of a variety of vibrant places to live doesn't hurt matters either!”

---

“There are so many reasons why I love working at Unity College. Here are just a few:

1. There is a whole school approach to behaviour management: staff are supported by Heads of Department and SLT to maintain a positive learning environment.
2. Teachers are respected as professionals.
3. Although some students face real challenges outside of school, when they see that you as a teacher are staying here and not giving up on them, they behave well and work hard. I find this one of the most rewarding things about working here.
4. We have such a range of students from different backgrounds.

There is never, ever a dull day!”

---

“You really should choose to work at Unity College because it is a school where staff are valued and made to feel welcome, truly act as part of a team, and are encouraged to develop themselves as practitioners. As the College expands and grows, it is an exciting time to join to help shape the future of more young people in Burnley and make a difference to their lives every day.”

---

“I have travelled 6121 miles from my home town and have taught for half my life at Unity College. I absolutely love being part of the 'Unity' family. It is one of the most rewarding experiences playing a part in educating young people in Burnley, watching them grow in confidence, develop a love for Mathematics and achieve success.”

---

## Why work in Burnley?

A big warm Northern welcome to Burnley. After all, we weren't voted the friendliest town in Britain without good reason! From world-renowned, cutting-edge brands to affordable living and housing and spectacular countryside to explore, we truly believe we have it all in Burnley.

Burnley is conveniently located on the uncongested M65, providing easy access to the M62, M66, M6 and beyond. There are three international airports within an hour's drive, as well as Manchester, Leeds, Preston, Blackpool, The Lake District and Liverpool being a short drive away.



Burnley offers affordable housing: the mean house price in Burnley is £106,199, which is 36% of the national average. Not only does your money go further when you live in Burnley, but there is a wide-range of properties at your fingertips. From quality modern newbuilds and contemporary apartments to quaint cottages and impressive Victorian terraces, there's something for everyone's budget and taste. 80% of Burnley is rural, making it the ideal place to wind down and explore.



## Job Description

<b>Dates</b>	Apply by 9am Monday 11 May 2026 - To start as soon as possible Interview date: Wednesday 20 May 2026
<b>Accountable to</b>	Head of Food Preparation and Nutrition
<b>Salary</b>	Grade 5 (6-11) £25,989 – £28,142 pro rata (actual salary £9,502.81 - £10,290.05) (£13.47 - £14.59 per hour)
<b>Contract Type</b>	Permanent
<b>Hours</b>	16 hours per week; 38 weeks per year

<b>Monday</b>	12 noon – 3.00 pm
<b>Tuesday</b>	12 noon – 3.00 pm
<b>Wednesday</b>	12 noon – 3.15 pm
<b>Thursday</b>	12 noon – 3.15 pm
<b>Friday</b>	12 noon – 3.30 pm

As the rate of pay notified above will be enhanced by payment in lieu of leave entitlement, public holidays and locally scheduled holidays, under normal circumstances you are not entitled to any leave during term-time. If the duties of this post require work in excess of 38 weeks, due to exceptional circumstances, then you would be entitled to additional payments in line with your normal rate of pay.

### Introduction

This job description outlines the purpose and key tasks required to indicate the level of responsibility. It is not a comprehensive or an exhaustive list and duties / specific tasks may be varied from time to time, without changing the general character of the job or the level of responsibility entailed. This will allow flexibility for the College to respond to changing priorities and also support and enhance individual professional development. It is the practice of the College to examine job descriptions periodically, update them and ensure that they relate to the job performed, or incorporate any proposed changes. This procedure will be conducted by the Headteacher/Line Manager in consultation with the post holder.

**Terms and conditions for staff employed on support staff contracts are detailed in the current 'Green Book': National Joint Council for Local Government Services National Agreement on Pay and Conditions of Service.**

### Overall Purpose and Accountability

To work with teachers as part of a professional team to support learning by providing technical assistance through working with pupils in the delivery / demonstration of practical learning activities and the preparation and maintenance of teaching areas and equipment for pupils.

### Post-Specific Responsibilities

**In addition to the following duties, the postholder may be required to undertake any of the duties normally associated with a lower graded technician post.**

- Plan, prepare and set up specific curriculum resources / materials / equipment for lessons, as directed by the class teacher.
- Implement structured and agreed practical learning activities for groups or on a one-to-one basis, as prepared by, and under the direction of, the class teacher.
- Develop, prepare and maintain specialist resources as required.
- Ensure the safe and secure storage of allocated resources / materials / equipment to prevent unauthorised access / misuse.
- Clean and undertake maintenance of equipment as needed to ensure it is clean and in good working order.
- Update records, including production of reports and analysis of information.
- Contribute to planning and development of systems, policies and procedures.
- Ensure adherence to health and safety regulations.
- Demonstrate the use of equipment to technical and other staff.
- Provide clerical and administrative support to the classroom teacher as required.
- Order and maintain resources within an agreed budget.
- Ensure the safe treatment and disposal of used materials, including hazardous substances, and respond to actual or potential hazards.

**The role will require undertaking (including but not limited to) the duties outlined below:**

- Stock rotation and stock control
- Storing and disposing of ingredients as required
- Maintaining a safe and clean work environment
- Photocopying, maintaining displays and notice boards
- General inspection of equipment
- Maintaining records of orders and deliveries received
- Preparing, setting up and clearing away demonstrations for lessons
- Preparing and setting up ingredients for lessons
- Liaising with staff in developing resources to be used within lessons
- Demonstration of skills and equipment to students as required
- Assisting students in clearing away ingredients and equipment at the end of the lesson

### **General Responsibilities**

- Work within the College's policies and procedures.
- Contribute to providing an effective environment for student learning.
- Support the promotion of positive relationships with parents.
- Attend training events and participate in personal/performance development as required.

- Maintain confidentiality and process all personal data in line with the College's Data Protection and Privacy policies.
- Contribute to maintaining a welcoming classroom environment.

### **Equal Opportunities**

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

### **Health and Safety**

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

### **Safeguarding Commitment**

Unity College is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.

### **Attendance**

Good attendance enhances the service delivered by schools, minimises staffing difficulties and ensures best value to the College. It is essential that applicants for positions in this school can evidence a previous satisfactory attendance record/commitment to sustaining regular attendance at work.

**This post is subject to satisfactory enhanced level verification by the  
Disclosure and Barring Service**

# Person Specification

		Essential	Desirable
<b>Qualification</b>	Level 2 qualification or above in related field or equivalent working experience		✓
	Good general education to GCSE or equivalent including Maths and English		✓
<b>Experience</b>	Experience of working with children of relevant age	✓	
	Experience of working in similar role	✓	
	Experience of administrative work		✓
	Experience of supporting students	✓	
<b>Knowledge and Skills</b>	Ability to relate well to children and young people	✓	
	Ability to work as part of a team	✓	
	Good communication skills	✓	
	Ability to relate well to parents/carers	✓	
	Ability to assist students	✓	
	Time management skills	✓	
	Organisational skills	✓	
	Knowledge of food hygiene	✓	
	Knowledge of the concept of confidentiality	✓	
	Ability to provide technical support	✓	
	Administrative skills	✓	
	Knowledge of health and safety and food hygiene	✓	
Ability to make of use of ICT		✓	

<b>Other</b>	Flexible attitude to work	✓	
	Commitment to undertake in –service development	✓	
	Commitment to safeguarding and protecting the welfare of children and young people	✓	
	Satisfactory attendance record/commitment to regular attendance at work	✓	
	Act with integrity, fairness and in an ethical manner	✓	
<b>Beliefs</b>	You believe in inclusivity and equality	✓	
	You are committed to raising aspirations in the College and believe in the potential of all young people to achieve highly	✓	

## How to apply



Please complete an application form. The application form can be downloaded from our website and should be returned to [hr@unity.lancs.sch.uk](mailto:hr@unity.lancs.sch.uk).

**Apply by 9.00 am Monday 11 May 2026.**

If you do not receive an acknowledgement of your application by the deadline, please contact the College.

If you would like to arrange a visit or have an informal, confidential discussion, please contact Sarah Duckworth, HR Manager, via the email address above or the telephone number below.

**Unity College  
Towneley Holmes  
Burnley  
Lancashire,  
BB11 3DF**

01282 683010

[www.unity-college.com](http://www.unity-college.com)

