

Job Description

Job Title: Technician (Food & Nutrition)

Location: Hethersett Academy

Job title	Technician (Food & Nutrition)
Salary Scale	Support Scale D
Hours of Work	Part time - 26 hours per week
Weeks Worked	Term Time only (38 weeks)
Responsible to	Head of Department
Location	Hethersett Academy

Main purpose of the role

- To provide support to food technology teaching staff.
- Under the overall direction and control of the Curriculum Lead and in accordance with the procedure of the school work with teaching staff to support the teaching and learning in the department by ensuring the effective preparation, maintenance and storage of tools, materials, equipment, furniture and undertake learning activities with students and teachers.
- Undertakes activities in all areas of the faculty.

Principal accountabilities and responsibilities

Overall	<ul style="list-style-type: none"> • To assist in lessons when required and on a regular basis • To support members of the teaching staff working within the Food Technology areas • The preparation of materials and equipment for members of the teaching staff working in the Food Technology areas • The maintenance of hygiene levels in the Food Technology areas • The maintenance of a safe working environment in the Food Technology areas • To assist teaching staff in the maintenance of equipment used by them and students • To assist teaching staff in the upkeep of records of equipment, books and other teaching aids in the Food Technology areas • To ensure that the cookers, microwaves, refrigerators, freezers, all hand equipment and utensils, fitted units, cupboards, sinks, work surfaces, tables and storage areas are kept clean • To assist in the preparation of equipment and food for demonstrations, the setting out equipment for practical lessons and in the clearing away of equipment, food and teaching material after lessons • The washing of linen used in the Food Technology areas • Shopping for and preparation of food for lessons, as required • To assist teaching staff in the setting up of displays and teaching materials
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Employee commitments

All employees will commit to the following key areas:

- [The vision, values and key principles of the Trust](#)
- [Equality, Diversity and Inclusion](#)
- In any way possible, in accordance with the role, support students to achieve their potential
- In any way possible, in accordance with the role, improve standards of education
- [Support the inclusion agenda](#)

Performance Management

Participating in the Trust's arrangements for performance management, professional development and the Trust's arrangements for quality assurance and internal verification.

Context

All staff are part of the whole Trust team. Each individual is required to support the values and ethos of the Trust and Trust priorities as defined in the Trust Improvement Plan. This will mean focusing on the needs of colleagues, parents and students and being flexible in a demanding environment.

Miscellaneous

To undertake any further tasks which could be reasonably expected by the Trust. The Data Protection Act 2018 renders an individual liable for prosecution in the event of an unauthorised disclosure of information. The post is one that carries responsibility for the wellbeing and welfare of children and the post holder should be aware of this and the need to act accordingly. The Trust will endeavour to make any necessary reasonable adjustments to the job and the work environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

It is a requirement of the post holder to make positive efforts to maintain their personal safety and that of others by taking reasonable care, carrying out requirements of the law and following recognised codes of practice. The post holder is also required to be aware of and comply with policies on health and safety.

This is an Equal Opportunities post and is in accordance with the Trust's Equality and Diversity Policy. This job description can be altered, with the agreement of the post holder and will be reviewed on an annual basis. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the Trust in relation to the post holder's professional responsibilities and duties.

The Inspiration Trust is committed to protecting the welfare of children and young people. Due to the nature of this role, it will be necessary for the appropriate level of DBS (Disclosure and Barring Service) to be undertaken. It is essential you to disclose whether you have any pending charges, convictions, bind-overs or cautions and if so, for which offences. This post will be exempt from the provisions of Section 4, (2), of the Rehabilitation of Offenders 1974 (exemptions) (Amendments) Order 1986. Therefore, you are not entitled to withhold information about convictions which for other purposes are “spend” under the provisions of the Act.

Person Specification	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Minimum GCSE English and Maths (grade C or above) or equivalent 	<ul style="list-style-type: none"> Completion of DfE Teacher Assistant Induction Programme Sound general education to A level or equivalent Food Safety and Hygiene certification preferred though this can be completed at Level 1 through the centre.
Skills, Experience & Abilities	<ul style="list-style-type: none"> Experience and understanding of working with students of Secondary age (11-18 years) Experience of working with students with additional needs Understanding classroom roles and responsibilities and own position within these ICT literate Good Literacy Skills Willing to participate in development and training opportunities Actively support the Academy's Behaviour Policy Self-motivated 	<ul style="list-style-type: none"> First Aid Trained Be aware of relevant health and safety considerations which safeguard the wellbeing of yourself and others, including appropriate management of knives and other sharp objects. Effective use of Planning, Preparation and Assessment time to complete relevant tasks including administration tasks such as organising recipes and communication home. Skill in imparting knowledge and developing understanding through effective use of lesson time
Personal Attributes	<ul style="list-style-type: none"> Willingness to deliver practical experiments with elements of the theory surrounding food and nutrition. Promote pupils love of learning as well as their intellectual curiosity around the subject. Confidence in managing groups of pupils completing individual, independent cooking tasks. Effective time management and the 	<ul style="list-style-type: none"> Maintain and build good relationships with pupils Work well as part of the broader CADT department

	establishment of routines which ensure the Food room is tidy and clean so that food hygiene levels are maintained.	
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Signature

Date

Name