

NEW VACANCY

The Calder Learning Trust



Technology Resource Technician (Engineering, Design & Technology)

Everybody, Everyday

Located within the beautiful Calder Valley, West Yorkshire

Start date: September 2026

NJC scale 3 point 5-6, actual salary £8,690 - £8,828 (pro rata)

14.5 hours per week (0.4 FTE), term time only plus 2 days

Permanent contract

Care, Commitment, Courage



Completed applications should be returned to hr@calderlearningtrust.com

Closing date: 9.00am, Monday 31 August 2026

Interviews: Friday 11 September 2026

Welcome from the Headteachers



The Calder Learning Trust is an all-through school, providing an excellent standard of education for students from 4 – 16 years. There are two phases to our school: Calder Primary School for ages 4 – 11 and Calder High School for ages 11 – 16. Whilst each phase is distinct, they blend seamlessly into one learning community, offering fantastic opportunities for all our students.

Located in the heart of Pennine Yorkshire, in the village of Mytholmroyd, approximately six miles west of Halifax, The Calder Learning Trust serves the Calder Valley community stretching from Halifax through Luddendenfoot, then Mytholmroyd, and beyond to the town of Hebden Bridge and the border of Todmorden. It is ideally situated both close to the countryside and with easy transport links to towns and cities for varied learning opportunities outside the classroom.

We aim for our students from Reception to Year 11 to become confident, responsible and articulate young people, supported within and beyond the curriculum and engaging in the fantastic range of opportunities available. These include The Duke of Edinburgh award, sporting events and competitions and Expressive Arts.

Our school values are 'Care, Commitment, Courage' and are woven through all that we do. Here at The Calder Learning Trust we aim for 'Everybody, Everyday' to be and do their very best so that they can realise their dreams and aspirations and we look forward to welcoming you to our school and offering you the opportunity to take an assisted tour.



Mr A Taylor
Headteacher, Calder High School



Mrs K Lambert and Mrs F Kennedy
Co-Headteachers, Calder Primary School

Job Description



Prime Objectives of the Post

The Engineering, Design & Technology Resource Technician will play a hands-on, practical role in our two workshops, supporting the delivery of Engineering and D&T through the preparation, maintenance and safe operation of tools, machinery and materials.

This role is ideally suited to someone with strong practical workshop skills, confidence using wood and metalworking equipment, and a proactive approach to maintaining a safe, well-organised technical workspace.

The Design & Technology Resource Technician will:

- Maintain specialist equipment and resources, ensuring the effective use of both workshop areas.
- Ensure the upkeep of storage areas, teaching rooms and prep rooms, creating a safe and orderly working environment.
- Promote a positive learning environment through the maintenance of high-quality displays within the faculty.
- Provide administrative support to the Head of Faculty and Head of Department.
- Provide in-class support to both students and staff.
- Offer first aid services across the faculty as a named first aider, training will be provided.
- Support the delivery of extracurricular/enrichment opportunities within the Technology Faculty.

The Calder Learning Trust employs rolling recruitment methodologies, with shortlisting and interviews for some roles taking place as and when applications are received.

This may mean that some roles are recruited before the closing date, and therefore advise that applications are made without undue delay.

Responsible to: Head of Design & Technology





General Responsibilities

1. Practical Lesson Support:

- Assist with the preparation, setup, and tidying of practical lessons, ensuring all equipment and materials are available.
- Provide technical assistance during lessons, including the safe use of tools, machines and equipment, predominately for wood and metal working.
- Provide in-class support to staff and students, especially during practical sessions.
- Help supervise students to ensure they follow health and safety protocols.

2. Equipment and Resource Management:

- Responsible for the upkeep of material storage areas, workshops, prerooms and other teaching areas.
- Maintain orderly storage of teaching materials, ensuring proper labelling and organisation of equipment.
- Ensure all equipment is maintained in a safe and operational state, including regular checks and servicing in line with faculty policies.
- Manage the inventory of resources, materials and specialist equipment, and ensure timely ordering of supplies.

3. Health and Safety:

- Ensure all areas comply with health and safety standards, particularly in practical environments such as our workshops and prep rooms.
- Conduct regular risk assessments to ensure safe working practices are adhered to.
- Administer first aid to students and staff as necessary, training will be provided.

4. Administrative and Display Support:

- Provide administrative support to the head of faculty/department and assist with maintaining accurate records, including equipment servicing, stock control, and ordering supplies.
- Support the creation and maintenance of high-quality displays within the faculty.
- Assist in the preparation of learning materials and resources.

Job Description



5. Staff Development:

- To participate in continuous professional development within technology.
- To engage actively in the Performance Management Review process.
- To work as a member of a designated team and to contribute positively to effective working relationships within the school.

6. Communications:

- To communicate effectively with other staff within the faculty.
- To attend meetings, both whole school and within faculty, as appropriate.
- Where appropriate, to communicate and cooperate with persons or bodies outside the school.
- To follow agreed policies for communications within the school.

7. Additional Duties:

- To carry out such other duties and responsibilities as may be agreed with the Headteacher.



Additional Note

- This job profile is not a restrictive outline, but indicates a range of duties. The post holder will be expected to be flexible in the range of tasks undertaken as appropriate to the post.



Staff Benefits

- **Wellbeing:** We subscribe to the Schools Advisory Service (<https://schooladvice.co.uk/>) to support staff with a variety of services such as online gyms, medical support and counselling . We deliver training to equip all staff with the skills to identify early signs of mental ill health in pupils and themselves.
- **CPD:** we have an extensive development programme both internally and externally to support your professional development whilst you are employed by the trust.
- **Sustainability:** We have good local transport networks including bus and rail
- **Priority places:** for children of staff at both Calder Primary and Calder High Schools as part of our Admissions Policy.
- **Childcare Vouchers** to support staff getting back to work.
- **Staff clubs** such as staff sketch club, staff book club and various other initiatives.



Person Specification



Education & Qualifications

	ESSENTIAL	DESIRED	ASSESSMENT
GCSE English and Maths at Grade C or above (or equivalent)	✓		A,I
Training with typical wood/metal working tools, machinery and equipment		✓	A,I
Knowledge of MS Office and administration experience	✓		A,I

Experience

Work as an effective team member and apply given instructions	✓		A,I
Experience with typical wood/metal working tools, machinery and equipment	✓		A,I
Working within schools, academies or office environment		✓	A,R,I

Personal Attributes

Resilience, the ability to work under pressure and be able to meet deadlines	✓		A,R,I
Ability to work constructively as part of a team and as an individual	✓		A,R,I
Excellent communication skills	✓		A,R,I
Professional and responsive attitude and behaviour towards colleagues, students and external agencies	✓		A,R,I
Good organisational skills with the ability to plan and prioritise	✓		A,R,I
A commitment to safeguarding and promoting the welfare of children and young people	✓		A,R,I
A commitment to the Trust's vision, values, aims and its objectives	✓		A,R,I

Code for Assessment

A - Application I - Interview C - Certificates R - References

This job profile is not a restrictive outline, but indicates a range of duties. The post holder will be expected to be flexible in the range of tasks undertaken as appropriate to the post.



Everybody, Everyday



We look forward to receiving your application

Please note if you are not invited for interview within 2 weeks of the closing date please assume you have been unsuccessful with your application.

The Calder Learning Trust
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Website: www.calderlearningtrust.com

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