



# **JOB DESCRIPTION**

## **Graduate or Undergraduate Designer/Engineer**

### **Job Purpose**

To support the Design Technology Department in the delivery of the curriculum and other activities and events offered by the department.

### **Person Specification**

Successful applicants should be on course to achieve a good university degree in engineering or design. They should be passionate about their subject, and sharing this passion and enthusiasm with young people across the full age range (10-18) of the school. Good humour and good people skills (including with pupils) are all vital attributes. Applicants will require excellent ICT skills that also include CAD CAM software. We are seeking a designer/engineer who shares our dedication to promote STEM throughout the school. Strong administrative and organisational skills are vital in such a busy department, and the ability to work flexibly and take initiative will be important.

### **Line Management**

The Undergraduate Designer/Engineer will report to the Head of Design Technology.

### **Responsibilities**

The exact job specification will be tailored to suit the expertise and strengths of the successful candidate and, as this is a new position, we are seeking a designer/engineer who would relish the opportunities that this role would present. It is likely to involve:

- a limited timetable of academic teaching (with support) at a level to be agreed, and the provision of curricular activities to groups outside the academic timetable;
- assistance with a variety of roles within a busy department, including arranging visits, updating health and safety documentation, setting up for twilight training sessions and meetings, collating information for the departments pages in the school magazine and website.
- accompanying department trips (including residential) away from Oakham;
- other duties to support the work and administration of the Design and Technology Department.

The post holder will only be required during term time and, on occasion, on the days immediately before and after the end of term.



## **Remuneration**

The salary for the 10 months is £11,000. Accommodation and living costs are paid for by the School and all meals will be provided during term time.

The post is for 10 months from September 2018.

DAH

February 2017