**Person specification**

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| **Job title:** | Art, design and technology technician |
| **Location:** | The Grammar School at Leeds, Alwoodley Gates |
| **Summary of duties and responsibilities:** | To support the three heads of department, the teaching staff and students in the preparation of materials, equipment, the conduct of practical work, the application of health and safety policies and the proper management and maintenance of the food technology and art and design rooms |

**Qualifications & attainments**

1. Minimum of GCSEs in maths and English, grade C/4 or above, or equivalent
2. Suitable qualifications related to food technology and/or art and design
3. Qualification in food safety and hygiene, or willing to work towards

**Experience & knowledge**

1. Experience of previous technician work is desirable, but not essential
2. Demonstrates evidence of a good knowledge and passion for food technology and art and design
3. Knowledge of health and safety procedures
4. Experience in working with different equipment and processes within both food technology and art and design
5. Knowledge and appreciation of the technical needs of delivering teaching and learning

**Skills & qualities**

1. Able to contribute effectively to ensure the technical success of the department and faculty
2. A strong team player who actively helps and supports the whole team across the wider faculty
3. Good communication skills and interpersonal skills, with the ability to interact well with staff and students
4. Excellent planning and organisational skills
5. Self-starter & enthusiastic with the ability to work independently and with initiative on assigned tasks
6. Good ICT skills - experienced at using all Microsoft Office packages
7. Evidence of learning new skills, and willingness to continue professional development

**Values & ethos**

1. Openness to new ideas and practices, adaptable with a positive ‘can do’ attitude
2. Commitment to child protection and the promotion of a safe environment for children and young people to learn in
3. Commitment to the school’s support and promotion of equality and diversity
4. Commitment to continuous self-development and a willingness to learn

**Work circumstances**

1. Ability to work flexibly when required, during busy periods or for occasional school events