



**STOUR VALE  
ACADEMY  
TRUST**



# TECHNOLOGY TECHNICIAN

RECRUITMENT PACK



# Technology Technician

Part-time (18 hours per week)

Permanent

Term Time Only

**Grade 4 - SCP 5 to SCP 6 (£21,575 to £21,968) Pro Rata**  
**Actual Salary: £8,828 to £8,989**

We are looking for a creative and skilled technician to provide support and advice in our Applied Learning Faculty and who will make a substantial contribution to the further development of this 'GOOD' school. Your duties would involve using workshop tools and machinery, working with resistant materials such as wood and acrylic, basic electronics, ordering and monitoring stock, and supporting teachers and students during lessons. Good IT skills are essential for this post and the ability to offer knowledge and skills would be an advantage. Under the instruction/guidance of the Head of Faculty, you would co-ordinate the use and maintenance of practical resources and facilities. This may involve preparation of resources, constructing and modifying apparatus, together with assisting in demonstrations.

Stour Vale is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All necessary safeguarding checks will be undertaken and must have satisfactory outcomes, otherwise the conditional job offer may be withdrawn. Details of the checks that will be undertaken can be found in [Keeping Children Safe in Education 2022](#)

This role has been assessed as working in regulated activity and is subject to an Enhanced DBS plus Children's Barred List Check. It is an offence to apply for this role if you are barred from engaging in regulated activity relevant to children.

As a Trust we are committed to ensuring that throughout our recruitment process, no applicant will be disadvantaged or discriminated against because of the protected characteristics under the Equality Act 2010.

**For an informal conversation to discuss the role, please contact:**

Jude Hammersley  
Head of Faculty  
Oldbury Academy  
Stour Vale Academy Trust  
0121 553 3750

**Closing Date: 9.00am on Monday 25<sup>th</sup> September 2023**

**Interviews: Wednesday 4<sup>th</sup> October 2023**

## ABOUT OLDBURY ACADEMY

Oldbury Academy is a large secondary school in Sandwell who provide excellent all round education for our pupils. Our success is built upon high quality teaching and learning and an excellent pastoral system to support students.



The comments in our recent OFSTED report in December 2021 highlight the commitment we have to our pupils and wider school community in providing an excellent educational experience.

Oldbury Academy was graded 'GOOD' in all areas.

### OFSTED 2021:

The school is well led. The headteacher is committed to making sure pupils receive the best education possible. Able senior and middle leaders support him with this aim

Pupils study an ambitious curriculum

Teachers carefully plan what pupils should learn in lessons

Teachers share high expectations of behaviour. They expect pupils to focus on their work understand the school's values and what is

expected of them. They respond positively to these expectations.

The school is an orderly environment. This helps pupils to concentrate on their work

Pupil's behaviour in lessons and around the school site creates a calm atmosphere

Bullying is not tolerated

Pupils' work is frequently checked and there are high expectations of written work. Pupils value this

Leaders and teachers understand how to safeguard pupils. There is a team of safeguarding leaders who work together well

Oldbury Academy offers a wonderful professional opportunity to work alongside an excellent team of staff. We are fully committed to ensuring that our school is a place of learning where people are happy, healthy and successful.

Pastoral care for pupils is strong and relationships between staff and students reflect this. We have high expectations of ourselves and our students. Our vision 'CARE' underpins all that we do at Oldbury Academy.

- Celebrate together
- Achievement for all
- Respecting each other
- Expectations to succeed



## ABOUT STOUR VALE ACADEMY TRUST

Our multi-academy trust was founded in 2017 and developed from collaboration between schools, the significant positive impact of which convinced three schools, two secondary and one primary, that together we would have much greater capacity to continuously improve. Over time, Stour Vale has steadily grown. We began as a cross-phase multi-academy trust and as we have grown, both secondary and primary schools have joined us. There are currently nine member schools, four primary, one junior and four secondary, with an infant school due to join before the end of 2023.

As a successful family of schools, delivering high-quality education for the communities we serve, Stour Vale values its diversity. Each school brings their own distinct character, community, history and identity. We celebrate the uniqueness of member schools, recognising that there is a great deal to learn from education in different contexts. This is also the reason why we remain outward-looking, committed to learning from research and excellent practice across the education system.



# OUR VISION AND VALUES

Stour Vale Academy Trust holds children and young people at the heart of all that we do. We recognise that as a multi-academy trust we exist in order to advance education for the public good. Our mission, therefore, is to improve life opportunities for children and young people by both providing the best possible education and care to pupils in Stour Vale member schools and by having a positive impact across the wider education system. Our values are encapsulated in four words:

## OUR VALUES

**INTEGRITY**

By always acting with integrity we will deploy our resources appropriately to provide the very best education and care for pupils. This approach will enable us to recruit and retain the best staff who share our values.

We recognise our responsibility to support and challenge member schools to have a positive impact on the lives of children and young people, our communities and the wider educational system.

**RESPECT**

We are committed to treating everyone with respect and promoting equality.

Stour Vale member schools are safe and inclusive schools. We value and celebrate the diversity of pupils, colleagues and the communities we serve. We believe that developing pupils' character and their own commitment to treating others with respect must sit alongside the pursuit of academic excellence.

**COLLABORATION**

Stour Vale Academy Trust exists because we believe that effective collaboration has a positive impact on the life opportunities of children and young people.

We believe that working collaboratively together we have much greater capacity to realise continuous improvement in all member schools. Therefore, we seek to actively promote positive, impactful collaboration, most often with school-based staff taking the lead.

**EXCELLENCE**

We are committed to constantly pursuing excellence and improving all aspects of our work as a trust.

Excellence in teaching and learning, curriculum and character development is our primary focus. This will be achieved by realising our ambition to provide top-level professional learning for all colleagues, developing leadership in every role and providing exceptional back-office services such as HR and finance.

**STOUR VALE ACADEMY TRUST**

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We describe our shared approach to school improvement as 'secure autonomy'. Headteachers, with school leadership teams and staff, have autonomy to lead school improvement in their own schools, responsively and in collaboration with others within and beyond our trust. We believe that this approach enables us to grow, attract and retain excellent school leaders and to develop the most innovative and impactful school improvement strategies. We recognise that this autonomy must be secured within the structure of the multi-academy trust, and our model of challenge and support for impact, underpinned by our shared values, ensures sustained school improvement and a sharp focus on outcomes for pupils. This in turn realises our ambition that **Stour Vale** member schools will **create the difference together**.



# Job Description

## Technology Technician

### Job Summary

To support the creative Applied Learning Faculty in providing students at Oldbury Academy with an effective environment which helps to contribute towards securing high outcomes.

### Main Duties & Responsibilities

#### Daily/Lesson Preparation

- Prepare materials and resources as required by the subject teacher prior to lessons.
- Ensure hand and electrical tools are kept in optimum condition and stored correctly.
- Ensuring that Health and Safety requirements are met within both the workshop environment.
- Ensuring that practical rooms are fit for purpose at the start of each day with regards to Health and Safety checks and maintenance.
- Ensuring a high standard of organisation and cleanliness is maintained throughout the classrooms in the Design Technology area.

#### General

- Monitor and manage stock and supplies and assist in the preparation of orders as required.
- Checking deliveries and reporting discrepancies.
- Organisation of stock cupboards.
- Assisting with department displays.
- To provide demonstrations of safe use of processes and equipment to support the teacher during practical lessons. Demonstrate and assist others in safe and effective use of specialist equipment/materials if required.
- Under the direction of the Head of Faculty, ensure that all Health & Safety requirements are met.
- Complete and maintain risk assessments across the Applied Learning Faculty.
- To support in the development and delivery of Computer Aided Design & Manufacture in Design and Technology.
- Work as part of a team within the Applied Learning area assisting each other as and when required.
- To undertake such other tasks relevant to the work of the Applied Learning Faculty or the needs of the school as they may arise.
- Maintenance of specialist equipment, check for quality/safety, undertake repairs within own qualifications and report other damage/needs.
- Undertake technical support for structured and agreed learning activities during lessons.

- Ensure hand and electrical tools are kept in optimum condition and stored correctly.
- Ensuring that Health and Safety requirements are met within the workshop environment.
- Ensuring that practical rooms are fit for purpose at the start of each day with regards to Health and Safety checks.
- Ensuring a high standard of organisation and cleanliness is maintained throughout the area.

This job description is current at the date shown but, in consultation with you, may be changed by the Head Teacher to reflect or anticipate changes in the job commensurate with the grade and job title.

Oldbury Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An Enhanced DBS check will be carried out for all employees and volunteers. We are a no smoking site.

# Person Specification

## Technology Technician

No	Categories	Essential	Desirable
<b>QUALIFICATIONS &amp; EXPERIENCE</b>			
1.	Good numeracy/literacy skills.	◆	
2.	GCSE grade C or equivalent in English and Maths.		◆
3.	Relevant knowledge of first aid.		◆
4.	Knowledge of relevant policies and codes of practice and awareness of relevant legislation.		◆
<b>KEY ATTRIBUTES</b>			
5.	Confident in the use of ICT.	◆	
6.	Knowledge of working with and maintaining workshop equipment.	◆	
7.	Ability to show initiative and to priorities one's own work and that of others.	◆	
8.	Ability to work as part of a team and individually.	◆	
9.	Self-motivating with the ability to multi task.	◆	
10.	Ability to deliver a quality service whilst under pressure.	◆	
11.	To comply with the Schools commitment to the protection and safeguarding of children.	◆	
12.	Familiarity with working with materials (woods, metals, plastics).	◆	
13.	Familiarity with workshop tools (E) and machines (D)	◆	
14.	CAD knowledge.		◆
15.	Some knowledge of Design and Technology GCSE course, Resistant Materials, Product Design.		◆

16.	Practical/hands-on experience of working in a school environment is an advantage but not a necessity.		◆
<b>PERSONAL QUALITIES</b>			
17.	Ability to understand and relate well to children and adults.	◆	
18.	Ability to work constructively as part of a team, understanding school roles and responsibilities and own position in these.	◆	
19.	Good organisational and communication skills.	◆	
20.	A conscientious and flexible approach to work.	◆	
21.	Ability to identify own training needs and willingness to participate in training and development opportunities.	◆	
22.	Tidy and well organised with the ability to break practical tasks down into component steps.	◆	
23.	Ability to communicate effectively and confidently both verbally and in writing.	◆	



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# CONTACT US

For informal talks please contact:

Miss Jude Hammersley  
Head of Faculty  
Telephone: 0121 533 3750

Please visit our website: <http://www.oldburyacademy.org.uk>