



Hazelwick School

A Converter Academy

JOB TITLE: Food Technology Technician

RESPONSIBLE TO: Head of Department – Food Technology and Child Development

Overall purpose of the role is to:

- provide high level support to Food Technology and the Child Development subject area
- promote and safeguard the welfare of children and young people at Hazelwick School
- be committed to inclusive education
- contribute to the provision of an efficient and effective learning environment

Responsibilities will include:

- organising and shopping for the ingredients needed for demonstrations and for students who do not bring their own
- maintaining stock levels of ingredients in classrooms for practical lessons
- internet shopping as required
- liaising with finance department
- assisting with the cleaning of the classrooms at the end of lessons in preparation for the next lesson including the following:
 - a) wiping sinks and surfaces
 - b) all laundering of tea-towels and dishcloths
- downloading photographs of food products for GCSE and Key Stage 3 projects
- weekly cleaning of fridges and larders and monitoring temperatures of fridges and freezer
- washing aprons as required
- half-termly cleaning of cooker hobs
- termly cleaning of ovens

Safeguarding

- Hazelwick School is committed to safeguarding and promoting the welfare of children and young people and communicates a clear framework to employees. Safeguarding is a key aspect of every role and all staff must have read and be fully aware of the Child Protection Policy.

General Responsibilities

- organising and managing subject area resources including photocopying and printing arrangements
- organising the repair of equipment within the subject area via the help desk
- helping to set up/dismantle subject area displays in the department and for open evenings
- facilitate lesson delivery through occasional support in lessons
- setting up equipment for lessons if required
- ensure that all health and safety requirements are met
- attend staff training when required

Other Requirements:

- maintain confidentiality at all times
- to be aware of and adhere to all School policies and procedures

All members of staff are expected to work as part of a team. Within this team, there is an implicit understanding of mutual assistance and co-operation with each other. Any member of the team may expect to give and receive help when there are extra work requirements.

The Food Technology Technician will carry out such other duties as may be required from time to time.

Last updated May 2019