**CORE Education Trust is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share this commitment.**

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| **Job Title:** Science and Design Technology Technician | **Salary Range:** GR2 |
| **Accountable to:** **Head of Science** |  |

**Job Purpose:**

As a Science and Design Technology Technician, you will support the delivery of the Science and Design Technology curriculum across the school by providing practical day-to-day support in the learning environment and to ensure that the classrooms and display boards are up to date. You will prepare teaching materials as required to ensure effective support for teaching staff in the both the Science and Design Technology Departments.

**In this role you will be expected to:**

* To prepare (and where appropriate manufacture) teaching materials as required to ensure effective support for teaching staff in the Science and Design Technology departments
* To repair, maintain and store equipment in order to guarantee safe and effective upkeep
* To monitor standards and practices within the classroom and identify and communicate improvements to working practices to ensure the highest standards are achieved
* To assist with inventory of equipment and stock control in order to maintain a supply of equipment for teaching use. Order stock as directed by the Subject Leader so that resources are adequate for lessons
* To receive and check deliveries of supplies to ensure accuracy from suppliers
* To provide technical and learning assistance and information in the classroom and across the school community in order to support students and staff
* To support students in the classroom environment to assist in the learning process where appropriate
* To liaise with equipment providers to ensure good quality provision and value for money
* To assist classroom teachers as directed to produce creative classroom displays that can be used to enhance classroom practice

**You will have a commitment to:**

* Working with students and their parents to ensure best outcomes.
* Contributing to school life and building effective relationships with all members of the school community.
* Developing your professional skills and knowledge through induction and continuing professional development.
* Complying with, policies and procedures in relation to Safeguarding, Health and safety, Confidentiality and Data Protection.

*The above is not exhaustive and maybe amended commensurate with the post holder’s salary and grade as required by the Headteacher*