

JOB PROFILE

Department:	Education	
Job title:	Food, Art & Science Technician (PAL005)	
Reports to:	Assistant Principal	
Responsible for:	N/A	
Level/Grade:	Hours of work: 36 Hours per week 39 weeks per year (+5 weeks paid holiday)	Salary Scale: R4, Range 19 to 26 £22,522.38 - £24,928.58 Actual Salary £26,302.00 - £29,112.00 FTE depending on experience

Job Purpose:

The core function of the role is to provide technical, administrative and safeguarding support to the work of the teachers across the DT, Science, Food Technology and Art Departments.

Job Description

Key Accountabilities:

- Teaching & Learning Support
- Curriculum Development Support
- Behaviour Management Support
- Continuing Professional Development
- Other

Main Duties and Activities

1. Teaching and Learning

- To carry out risk assessments for practical and technical activities across the DT, Science, Food Technology and Art departments
- Preparing necessary solutions and equipment for practical experiments and work
- Maintaining, repairing and taking inventory of apparatus and equipment
- Liaising with staff over equipment and safety issues
- Running trials of experiments and demonstrations if required
- To support the teachers in the teaching of students according to the published timetable.
- To support the educational programmes for students, to ensure that equipment for lessons is well prepared.
- To support a high quality learning experience for students and demonstrate high expectations for students learning
- To support the teachers to be able to use a variety of delivery methods which stimulate learning appropriate to student needs and demands of the syllabus.
- To support the maintenance of discipline in accordance with the school's procedures and to encourage good practice with regard to punctuality, behaviour and standards of work.
- To take part in liaison activities such as open days, parents evenings, review days and liaison events with other schools.
- Participating in and organising extracurricular activities, such as outings, social activities and sporting events
- Support the work of pastoral & learning assistants where applicable.

2. Curriculum Development

- To support the development of the Curriculum subjects within the school in line with the requirements of the National Curriculum.
- To support the development of appropriate syllabuses, resources, schemes of work, assessment and teaching strategies within the designated Curriculum area.
- To work with colleagues to support the aims and objectives for the Curriculum areas which have coherence and relevance to the needs of the students and the aims and objectives of the school.
- To take responsibility for the ordering and control of materials and equipment for the curriculum areas of DT, Science, Food Technology and Art.
- To support the modification and improvement where required within the curriculum area.
- To contribute to the development of effective subject links with external agencies.
- To support the preparation of students for qualifications and external examinations.

3. Behaviour Management

- Establish and maintain a safe environment and purposeful working atmosphere which supports learning and in which students feel secure and confident.
- Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through positive and productive relationships.
- Support the management of student behaviour in the classroom and on school premises, and applying appropriate and effective behaviour management strategies eg MAPA.
- Play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage all staff and students to follow this example.

4. Multi-disciplinary working

- To form professional working relationships with all staff in school and with external agencies who contribute to the child's care and educational needs.
- To be aware of the organisation and content of areas of specialisation within the school so as to be able to liaise and work effectively with colleagues.
- Where appropriate, to communicate and cooperate with persons and bodies outside the school in accordance with school and company policy.
- To form effective and productive working relationships with parents and carers as appropriate.
- To promote actively the school and company corporate policies.
- Participate in departmental meetings, parents' evenings and whole school training events where appropriate.

5. Continuing Professional Development

- To take part in the school's staff development programme by participating in arrangements for further training and professional development.
- To continue personal development in relevant areas including subject knowledge.
- To engage in the Appraisal Review process.
- Participate in regular in-service training (INSET) as part of continuing professional development (CPD).

6. Other

- Promote the welfare of children and young people and at all times and ensure safeguarding policies and procedures are followed.
- To work as a member of the staff team to contribute positively to effective working relationships within the school.
- To undertake any other duties as specified by Principal not mentioned above.

Person Specification	
Criteria	Essential = E Desirable = D
Qualifications and Training	
<ul style="list-style-type: none"> • Experience in the role of school technician in science or DT or teacher of science or DT • Teaching qualification • Relevant training or experience in special educational needs 	D D D
Knowledge and Experience	
<ul style="list-style-type: none"> • Experience of working in an SEND setting • Experience and/or working knowledge of CLEAPPS • Working with children and families from a variety of cultural backgrounds • Good understanding of curriculum developments • Theoretical knowledge and experience of behavioural management and therapeutic approaches • Managing SEMH and /or ASD students with challenging behaviour • Experience of working as part of a multi disciplinary team 	D E D D D D D
Skills and Abilities	
<ul style="list-style-type: none"> • Knowledge and application of technical requirements in science or DT • Evidence of effective behaviour management strategies • Good communication skills • Competence with ICT • Demonstrated ability to relate well to parents and other agencies 	E D E E E
Personal Attributes	
<ul style="list-style-type: none"> • Enthusiasm and drive for working in a SEMH school • Ability to work independently and collaboratively as a member of a team • Reliability and integrity • Effective organization and planning skills • Creativity in problem solving and a willingness to try new approaches • Ability to promote the positive image of the school • Self motivated and able to work unsupervised • Willing & quick to learn new skills & procedures • Excellent health and attendance record • A positive and flexible attitude to work • A commitment to equality and diversity • Good sense of humour 	E E E E E E E E E E E E
Date produced: November 2023	