



SIDMOUTH COLLEGE

Part-Time Design and Technology Technician



believe • inspire • succeed

Welcome to Sidmouth College

Dear Applicant

Thank you for your interest in the post of part-time Design and Technology Technician at Sidmouth College. The College currently has 906 students on roll of whom 150 are in the Sixth Form. The majority of our students are drawn from four local feeder schools, in Sidmouth, Sidbury, Newton Poppleford and Branscombe. The College is in a beautiful setting within the Sid Valley and the East Devon area of outstanding natural beauty.

Our vision is for vibrant and inspirational teaching that raises aspirations; challenges and engages, and prepares every student for lifelong learning. At Sidmouth College learners *believe* they can *succeed*, teachers *inspire* and everyone strives to be the best that they can be.

The College buildings sit within an attractive 13 acre campus and staff take every opportunity to make use of the natural environment on our doorstep to support students' learning and creativity. The vast majority of our 1960s buildings have now been replaced with modern, state of the art facilities, including classrooms, technology workshops and seven new Science laboratories and preparation facilities which create a fantastic modern learning environment.

We were delighted to once again be judged as Good in the most recent Ofsted report in May 2022, which recognised our continuous improvement in achieving positive outcomes for all students.

The enclosed job description outlines the responsibilities of the role .

If you have any questions please contact the Leadership Team Assistant, Mrs Jo Liddle, on 01395 514823 or jliddle@sidmouthcollege.devon.sch.uk

Yours faithfully



Mrs S Parsons
Principal



Introduction

Sidmouth College is a thriving 11-18 community college located in the Devon countryside.

At Sidmouth College the individual is right at the heart of what we do. Students achieve academic success, develop their creativity, excel on the sports field and encounter a multitude of new experiences in a safe and enjoyable environment, encouraged by a team of dedicated and highly experienced professionals. At Sidmouth College we believe that the vibrant learning community, coupled with a culture of high standards and expectations, brings out the very best in every student and establishes abundant possibilities for their future.

Our Ethos—Believe, Inspire, Succeed

- Every learner believes and succeeds in fulfilling their potential and is inspired to lead a happy, healthy and successful life within a challenging and rapidly changing world.
- All learners have access to inspirational teaching that leads to outstanding learning and achievements which continues beyond the classroom.
- All learners have access to a high quality, relevant and appropriate curriculum that fully meets their needs and supports an engaging and inspiring learning experience.
- We inspire learners to believe in the contribution they can make to their learning, the College and the wider community. Learners take responsibility and develop resilience throughout their learning journey with clear support and guidance.
- All levels of leadership are focused on providing a vision, direction and culture in which all are inspired to believe and succeed.

A caring and supportive community

Care, guidance and support are strengths of the College. Students are organised in vertical tutor groups led by a tutor who monitors academic progress, student well-being and student development. Each tutor group is in one of four Houses - Drake, Grenville, Raleigh and Scott. The tutor group meets at the beginning of each day for registration, support and guidance.

The team of tutors is led by a Head of House who maintains a close overview of the work and wellbeing of the students. In addition, the School Counsellor and the Student Development Centre/pastoral team make a valuable contribution.

A stimulating and exciting learning journey

Learning is an adventure to be enjoyed; a journey that stretches, challenges and opens minds. Our stimulating and engaging curriculum delivers exciting opportunities in the classroom and beyond. Our overarching aim is to provide our young people with the skills and qualifications they need to become happy, successful adults with a passion for lifelong learning. Our Key Stage 3 programme aims to raise the ambitions of all students; developing knowledge, skills and understanding and promoting confidence in their abilities. At Key Stage 3 we ensure students experience learning in a wide range of subjects, including the Arts, Technology, Computer Science and Modern Foreign Languages.

In Key Stage 4 students have the opportunity to study a range of personalised pathways, designed to support their individual talents and interests and maximise their achievement and success. At Key Stage 4 all students study a core curriculum of English Language and English Literature, Maths, Chemistry, Physics, Biology, PE and RE in addition to three option subjects.

At Key Stage 5 we offer a wide range of A Level qualifications and the vast majority of students choose three linear subjects, with some choosing to study four.



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Appointment Information

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This is an exciting opportunity for a reliable, enthusiastic, flexible and motivated Technician to join the College to support the Design & Technology Department in the Product Design area.

The successful candidate will help with the running of the workshops and aid students in the safe use of machinery, supporting the teachers with the preparation of equipment, demonstrations and materials for lessons, and the routine servicing of equipment. Any manufacturing experience or similar, and knowledge of CAD/CAM, would be an advantage. The ability to use a range of machinery, and knowledge of relevant health and safety requirements is essential.

This post would suit someone with manufacturing or similar experience.

This is a part-time post working 20 hours per week, term time only (39 weeks per year)

The Design & Technology Department

The Design & Technology Department offers GCSE courses to students in Food Preparation & Nutrition and A'Level GCSE Design & Technology in addition to Key Stage 3 courses. There are two workshops for Design & Technology and a preparation area.

The knowledge of the equipment used in these material areas would be very useful, but not essential as training will be given. An aptitude and enjoyment of practical work is at the core of this position, as well as understanding the needs of the students and helping access and record work within the classroom setting.

Application Process

The closing date for applications is **Thursday 30 November 2023 at 12.00noon**

Interviews will be held week commencing **Monday 4th December 2023**

Full details and an application form can be downloaded here: [Ted Wragg Multi-Academy Trust - Vacancies \(tedwraggtrust.co.uk\)](https://tedwraggtrust.co.uk)

Applications should be submitted to:
vacancies@sidmouthcollege.devon.sch.uk

The Ted Wragg Trust is committed to safeguarding and promoting the welfare of children. All appointments will be subject to a number of safeguarding checks including an enhanced DBS check. A copy of our safeguarding policy can be found here: [Safeguarding](#). This role falls under KCSIE regulated activities and, as such, it is an offence to apply for the role if you are barred from engaging in regulated activity relating to children. Please ensure you read and understand our Privacy Notice, which can be found on our website, before applying. We make appointments in accordance with our Recruitment and Selection Policy.

Sidmouth College is an equal opportunities employer.



Design & Technology Technician Job Description

Post: Part-time Design & Technology Resistant Materials Technician

Scale: Grade E - actual salary £19,389 (0.7 FTE)

Hours of work: 30 hours per week for 39 weeks per annum

Responsible to: Head of Department

Job Purpose

- To support the Head of Design & Technology by assisting teachers in providing high quality teaching and learning experiences for students
- To support teaching in lessons by preparing materials, laying out and clearing the room for lesson delivery on a lesson-by-lesson basis and ensure that equipment is fully maintained and materials are ordered and prepared as required.
- To maintain and ensure all equipment and teaching resources are in good order and reporting defects to the HoD
- To promote the safeguarding and wellbeing of students
- To promote inclusion and raise attainment of students to achieve full potential

Daily key tasks and responsibilities are as follows but may vary in accordance with the demands of the appointment:

- Ensuring a safe working environment within Technology. Before school - opening workshops, repairs and preparation of materials.
- After school - cleaning machinery and work surfaces. Checking and securing workshops.
- Tool sharpening and maintenance- regular sharpening of tools and replacement of damaged equipment and consumables.
- Preparation of materials and equipment and materials directly related to teaching requirements.
- Emergency maintenance - immediate replacement of equipment broken or damaged. Repairs to machines.
- Advance preparation of materials and preparation of materials for examination courses.
- Health and Safety - ensure that health and safety requirements are met at all times and ensure that records are kept.



Design & Technology Technician Job Description Contd...

General duties – regularly include:

- Tool sharpening and maintenance - sharpening of general tools and maintenance of machines not possible during timetable periods.
- Stock control - maintaining and checking stock and stores, researching costing and advising on the purchase of stock and equipment and doing the ordering.
- Servicing of major machines, immediate minor maintenance of breakdowns.
- General repair, major repairs and lubrication.
- Reclamation of scrap and removal of waste.
- Store keeping- checking on use of specialist equipment.
- Room provision and maintenance - redistribution of resources, equipment and materials.
- Assist when required during lessons, particularly with use of equipment.
- Oversee activities of students.
- Demonstrate use of CNC machinery and the use of relevant ICT applications.

General duties- Occasional:-

- Room provision and maintenance -carrying out modifications as required, repositioning of equipment, modification of equipment and setting up for INSET.
- Making and modification- construction of equipment for department jigs, moulds visual aids.
- Participate where necessary in staff development and departmental meetings.

Additional tasks:

- Any other reasonable tasks at the discretion of the HoD and the Principal

This document outlines the duties for the time being to indicate the level of responsibility. It is not a comprehensive or exclusive list and the duties may be varied from time to time which do not change the general character to the job or the level of responsibility entailed.



Design & Technology Technician Job Description Contd...

Person Specification

Requirement	Essential	Desirable
Good standard of education with 5 GCSEs at pass or above, including English and Maths, or equivalent	✓	
Qualifications indicating relevant study at a higher level for any technology subject areas within the job role		✓
Knowledge, interest and a good level of understanding of the associated technologies and resources related to these areas	✓	
Relevant experience in a similar supporting role in these subject areas		✓
Experience of working within a school environment or with young people		✓
Good IT skills—confident in the use of Word, Excel, email and the internet	✓	
Be flexible, practical and resourceful, and be able to take the initiative	✓	
Capable of working without supervision and be adept at problem solving	✓	
Strong commitment to inclusion and how this can be achieved with students	✓	
Ability and strong commitment to working in partnership with staff, students and parents	✓	
Enthusiasm, determination and an insistence on high standards	✓	
Good self-management and self-motivation skills, including the ability to plan and organise one's time effectively	✓	
Ability to envision, enthuse, inspire and motivate students	✓	
Excellent attendance, punctuality and a sense of commitment	✓	



