



**BIDDICK
ACADEMY**

SPECIALISING IN SPORTS
AND PERFORMING ARTS

JOB DESCRIPTION

Job title: Engineering / D&T Technician

Grade: Grade C

Job locations: Biddick Academy (main site and Harraton site)

Responsible to: Assistant Head Teacher (Vocational Learning)

Purpose of Job

To support and assist teaching as part of a professional team to contribute to raising standards of students' achievement and to support a range of learning activities under the professional direction and supervision of qualified teachers and/or senior colleagues, in line with Biddick Academy policies and procedures.

Principal Responsibilities

- Maintaining the use of practical resources and facilities and providing assistance and advice in meeting the practical needs of the curriculum
- Providing technical support and ensuring practical resources are prepared and in place for lessons as required
- Assisting the subject team to ensure a healthy, safe and productive work environment.

Specific Duties

- Preparing resources and assembling apparatus/equipment
- Obtaining materials/sundries for demonstration or practical use
- Advising, following and applying risk assessment procedures
- Giving basic technical and health and safety advice to teachers and students
- Assisting in practical classes and carrying out demonstrations
- Organising and storing resources
- Safe treatment and disposal of used materials including hazardous substances and responding to actual or potential hazards, in line with the academy procedures
- Keeping up to date with health and safety requirements
- Checking and ordering stock, keeping stock records, obtaining costings and maintaining resources
- General repair of equipment

- Ensuring that both routine and non-routine checking, cleaning, maintenance, calibration, testing and repairing of equipment is carried out to the required standard
- Attending and participating in training and development courses as required
- Attending departmental and whole school meetings, liaising and communicating with colleagues across the academy.

Professional Values and Practice

- Be an effective role model for the standards of behaviour expected of pupils
- Have high expectations of all students, respecting their social, cultural, linguistic, religious and ethnic backgrounds; and be committed to raising their educational achievement
- Treat students consistently with respect and consideration, and be concerned with their development as learners
- Use behaviour management strategies (in line with the academy's policy and procedure) which contribute to a purposeful learning environment
- Work collaboratively with colleagues as part of a professional team
- Build and maintain successful relationships with students, parents/carers and colleagues
- Commit to continuing professional development, and reflect upon and seek to improve personal practice
- Work within the academy's policies and procedures and be aware of changing legislation relevant to the role
- Recognise equal opportunities issues as they arise in the academy and respond effectively