**Person Specification – Technican (Art, Design & Technology)**

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| **Category** | **Essential** | **Desirable** |
| **Qualifications & Training** |  |  |
| **Experience** |  |  |
| **Knowledge & Skills** | Under the guidance of teaching / senior staff: Provide specialist support in a specific curriculum/resource areas, including preparation and maintenance of resources and support to staff and students.Create and maintain a purposeful, orderly and productive working environment  * Ensure timely and accurate design, preparation and use of specialist equipment/resources/materials * Assist in the development of lesson/work plans, administration of coursework, work sheets etc. * Contribute to planning, development and organisation of systems/procedures/policies  Promote and ensure the health and safety and good behaviour of pupils at all times  * Monitor and manage stock within an agreed budget, cataloguing resources and undertaking audits as required  Maintenance of specialist equipment, check for quality/safety, undertake specialist repairs/modifications within own capabilities and arrange for other repairs/modifications to be carried out by othersDemonstrate and assist in the safe and effective use of specialist equipment/materialsProvide specialist advice and guidance as required  * Implement agreed work programmes/practical lessons under the guidance of the teacher. |  |
| **Professional Development** | * Be aware of and comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting all concerns to an appropriate person * Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop * Contribute to the overall ethos/work/aims of the Federation * Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of students * Attend and participate in regular meetings * Recognise own strengths and areas of expertise and use these to advise and support others. * Following appropriate training act as a First Aider in college. * Health and Safety – You will be responsible for ensuring the appropriate Health and Safety procedures are followed within your area. You will have a full understanding of Health and Safety regulations and will ensure your area is in keeping with school and national requirements. * Ensure the safety and welfare of all students in our care by following Safeguarding Procedures. * All staff are employed by the Governors of The Durham Federation and could be deployed across both colleges in keeping with the annual school improvement plan and business needs |  |
| **Personal Qualities** | Use specialist skills/training/experience to support students.Provide feedback to students in relation to progress and achievement.To support students in ensuring they work towards their targets. |  |
| * **Note** ~ The successful candidate will be subject to a fully enhanced DBS disclosure | | |