



## **Food and Textiles Technician**

### **With immediate effect**

We are seeking to appoint a part-time Food and Textiles Technician on a permanent contract basis working term time 17 hours week, term time with immediate effect. The post offers an excellent opportunity to work in a very strong Design & Technology Faculty in a highly successful 11-19 academy which holds good Ofsted status. The role will report to the Senior Technology Technician and the candidate will assist the faculty staff with full technician support to teaching staff, particularly in the preparation and clearing away and cleaning of lesson materials.

The faculty has a strong collaborative ethos, is very supportive and well-planned schemes of learning for all courses are already in place and we welcome applicants from experienced as well as inexperienced candidates who have a keen interest within design and technology.

### **Personal Qualities**

The successful applicant should have level 2 qualifications and we are particularly interested in candidates who have design and technology qualities that can assist students.

Applicants should be hardworking, enthusiastic and have high levels of commitment. Experienced candidates should be able to demonstrate a successful track record of supporting a science faculty.

### **Responsibilities of the Post-Holder**

In accordance with the job description for Food and Textiles Technician, the key responsibilities will be as follows:

- to ensure the efficient preparation and organisation of lesson materials as required
- to support teaching staff and pupils during lessons
- to provide assistance to all department staff as required
- to maintain and clean equipment as requested
- to ensure safe storage and use of equipment
- to purchase departmental resources
- to maintain appropriate stocks for the department in liaison with the head of department
- to work alongside staff in preparing materials for examination coursework
- to liaise with maintenance staff regarding any gas/fume problems which may occur
- to ensure the application of Health & Safety procedures and to raise awareness of Health and Safety issues specifically in relation to food and textile.

- to undertake any training commensurate with the post
- to assist in ensuring the safe conduct of students in the department
- to participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager
- to comply with individual responsibilities, in accordance with the role, for health and safety in the workplace
- ensure that all duties and services provided are in accordance in the Academy's Equal Opportunities Policy

### **Wider Contribution**

All staff are encouraged to contribute to the academy's rich extra-curricular programme, and all candidates will be provided with the opportunity to discuss their personal interests at interview.

As one of the largest educational establishments in Essex, there are many opportunities for career progression. Via an academy-wide coaching programme, staff are encouraged to take responsibility for their own career development, with full support and encouragement from their line managers and other relevant staff, including those responsible for staff training.

### **Remuneration**

Annual salary for a Food and Textile Technician will be in accordance with the Plume Academy Support Pay Scale, which from appointment for a fulltime post currently involves a salary of Band 2 Point 11 – 14 with an actual starting salary of £8,056 per annum, point 11.

Salaries are reviewed by national negotiation with effect from 1st April each year. Progression through the Pay Scale is subject to an annual performance review process.

### **Application Process**

If you are interested in the position and wish to discuss the post prior to application, please email [HR@plume.essex.sch.uk](mailto:HR@plume.essex.sch.uk), to arrange a telephone conversation. We are very proud of our academy and what we can offer new members of our team. The HR Team will be pleased to discuss the post and provide further information about the academy.

To apply please complete the Plume Academy application form (please see link via our website). This must be completed and submitted to [HR@plume.essex.sch.uk](mailto:HR@plume.essex.sch.uk) by the closing date stated (**unaccompanied CVs or third-party application forms will not be accepted**).

Closing Date: 12 noon **Monday 12 February 2024** however, interviews may be held sooner upon receipt of application.

**The Trustees are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment**