**Food and Textiles Technician**

**Responsible to**: Head of Department

**Grade:** NJC 4.7 FTE £24,294 pro rata £15,478

**Conditions:** 27.5 hours per week, 39 weeks per annum

**Purpose of Post:** To provide practical assistance in Food & Textiles

**Role Responsibilities:**

**Food:**

● Source and maintain consumables, ensuring good stock control.

● Store all foods safely, ensuring that current food hygiene and safety guidelines are followed.

● Operation of cookery equipment and arrangement for appropriate maintenance and servicing.

● The school offers the option to supplies students ingredients for practical lessons. You will be responsible for managing this.

● Keep sinks and worktops clean to the standards required by the food technology teacher.

● To keep stock rooms and equipment clean, tidy and in good order, including cookers.

**Textiles:**

● Set up the sewing machines so they are ready for student use.

● Prepare fabrics and threads as per the teachers instructions.

● Work with fabric dyes e.g. tie dye.

● Maintain machines.

**General:**

● Prepare resources needed for practical lessons (in all areas).

● Assist in practical classes when necessary.

● Work with small groups to assist with paperwork tasks as directed by the class teacher.

● To organise and provide materials including handouts for lessons, projects and demonstrations.

● Assist with displays of student work and other equipment; display mounting and support with exhibitions, parents’ evenings and open days/evenings.

● Construction and/or modification of simple teaching aids.

● Assist with cataloguing/photographing students practical work.

● Deal with emergencies in classes, ie; breakages and spillages of food and other consumables.

● To provide effective and efficient technical assistance to teaching staff and students within the department.

● The technician will work with other technicians and teachers within the faculty to do joint projects as needed, keeping up displays, organising rooms for classes when exams are taking place and other roles as required.

● The role will include the managing and cleaning of subject specific laundry and equipment.

● Checking that health and safety requirements are being followed.

● To follow the school’s policies and procedures for securing the safeguarding and welfare of students and staff.

● Ensure hand tools are kept in optimum condition and stored correctly.

● Organise extra equipment for lessons.

● Regularly maintain the cupboards, equipment and tools in the workshop and classroom areas.

● Empty and clean the dust extraction filters as required by the manufacturer.

**The School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.**

**CVs will not be accepted for any posts based in schools**