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| **Profile Title and Grade** | |
| Senior Technician Band 9 37 Hours 195 days |  |
| **Purpose of the role** | |
| To work with teachers to manage the provision of technical support for learning activities; working with pupils in the delivery/demonstration of practical learning activities and the preparation and maintenance of teaching areas and equipment for pupils | |
| **Responsibilities** | |
| Under the guidance and direction of teaching staff and/or senior colleagues;   * Take a lead role in contributing to the planning, development and organisation of equipment, systems, policies and procedures for the specialist technical area * Manage specialist curriculum/resource function * Act as the Radiation Protection Supervisor and be responsible for the safe storage and monitoring of radioactive sources * Advise teaching staff on technical support to meet curriculum requirements leading in discrete areas where appropriate * Work closely with teaching staff to produce lesson and work plans * Deliver learning activities and monitor pupils work under the overall supervision of a teacher * Develop, prepare and maintain specialist resources as required * Manage, support and develop other technical staff, ensuring they have the required skills and competence to provide technical support to teacher and pupils * Responsible for the management of stock levels and regular audit of resources * Develop and implement plans to ensure the safe and secure storage of allocated resources, equipment and materials to prevent unauthorised access/misuse * Set up and clear away displays and activities ensuring a safe environment * Maintenance and day to day repairs of specialist equipment checking for quality/safety, and arrange for other repairs/modifications to be carried out by others * Provide specialist technical advice and guidance as required * Demonstrate the use of specialist equipment to technical and other staff * Create and maintain a purposeful, orderly and productive working environment * Assist in the administration of coursework, work sheets etc * Manage records, information and data, producing analysis and reports as required * Promote health and safety and good behaviour of pupils ensuring adherence to health and safety regulations in relation to the equipment and materials used by staff and pupils * Perform duties in line with health and safety regulations and take action where hazards are identified, including reporting any serious hazards to management * Assess pupils work within the specialist area in relation to the use of specialist equipment and resources and provide feedback to classroom teachers and accurately record achievement/progress as appropriate * Ensure the safe treatment and disposal of used materials including hazardous substances and respond to actual or potential hazards * This role may involve the adaptation of a considerable range of specialist equipment to meet the needs of the school * Be responsible or timely and accurate preparation and use of specialist equipment/resources/materials   Other   * Be aware of and support difference and ensure equal opportunities for all * Contribute to the overall ethos/work/aims of the school * Develop constructive relationships and communicate with other agencies/professionals where appropriate to the role * Attending meetings and liaising and communicating with colleagues in school, parents/carers and internal/external agencies * Share expertise and skills with others * Participate in training and other learning activities and performance development as required * Recognise own strengths and areas of expertise and use these to advise and support others | |