JOB DESCRIPTION

POST TITLE: Engineering Technician

POST RESPONSIBLE TO: Senior Engineering Technician

SALARY: Grade 3 SP 16
£17,341 pro rated to £15,184

CLOSING DATE: Friday 27th April

INTERVIEW DATE: Week commencing 30th April

START DATE: ASAP

JOB PURPOSE

To provide general and practical support to staff and students within the Engineering department, including preparation and maintenance of resources and equipment, leading and supporting practical delivery within the engineering workshop in accordance with strict health and safety guidance procedures.

Principal Responsibilities

- To ensure the timely delivery of the practical engineering curriculum by way of the safe provision and removal of relevant engineering materials and apparatus;
- To ensure the ethos of the WMG Academy and those of the sponsors are evident in every aspect of the discharge of the duties of the post;
- Model the highest professional standards to staff and learners in all aspects of the role, maintaining a visible presence around the academy and leading by example;
- Be committed to working in a forward-thinking, creative organisation, being prepared to support lead teachers in engineering with the delivery of lessons and learning experiences including:-

    - workshop activities; milling, turning, bench fitting and CNC
    - model making, prototyping and 3D realisation
    - stores and materials management
    - production of components and models in line with specific industrial briefs
    - maintenance of machinery and equipment to the highest standards

- To be responsible to the curriculum leader in engineering in co-ordinating the use of and development of practical resources and facilities, including the provision of guidance and support in meeting the practical requirements of the engineering curriculum, including liaising with all areas of the academy and external organisations;
- Organising the technical support to the engineering area, including assisting in practical classes, carrying out demonstrations, preparing resources, assembling apparatus;
- Giving technical advice to teachers, technicians and learners;
- Carry out risk assessments and ensure safe systems of work are in place and adhered to;
- Work closely with the science department in management of shared areas equipment;

- To have overall responsibility for the promotion and observance of a healthy and safe working environment for the technical support service by:-

  - actively leading and coordinating the assessment, monitoring and review of both health and safety procedures and information resources;
  - keeping up-to-date with current procedures and practices through continuing professional development;
  - the provision of technical advice on health and safety issues to staff;
  - the safe storage, use and disposal of used materials, including hazardous substances and responding to actual or potential hazards;
  - to take a lead role in the design, development and maintenance of specialist resources and/or long term projects and offer professional guidance, assistance and support to learners and teachers on the practical aspects of the curriculum;
  - assist in the development and preparation of risk assessment and health and safety policies and procedures.

- To be responsible for setting up and monitoring systems used in the management and control of practical resources including:

  - leading on stock control, compiling orders, liaising with suppliers and maintaining appropriate records;
  - monitoring and controlling financial records of the departmental expenditure in accordance with the academy's policy;
  - ensuring the availability of suitable materials and equipment and suggesting alternatives for suitability and economy.

- To undertake the lead role within the engineering department on routine and non-routine checking, cleaning, maintenance, calibration, testing and repairing of equipment to the required standard.

Teaching and Learning

- When directed to do so, plan and deliver group sessions in which learners are tasked with completing practical or theoretical engineering work;
- Liaise with teaching staff on a regular basis and where necessary, support the delivery of the curriculum in our flexible learning bases;
- To develop knowledge of effective teaching practices to support the delivery of the curriculum;
- To have an overview of engineering schemes of work and suggest ways in which the resources can support learning within these programmes.

Pastoral duties:

- To be involved in the pastoral life of the academy, fulfilling mentoring and 'company' pastoral roles in which your status as a role model within the academy is used to raise learner aspirations and sign-post to effective personal development opportunities.

Any other duties commensurate with the level of this post and as directed by the Executive Principal or Associate Principal.

Person Specification for Engineering Technician

The person specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively:

REQUIREMENTS The post holder must be able to demonstrate:	ESSENTIAL (E) or DESIRABLE (D) REQUIREMENTS
QUALIFICATIONS	
GCSE (or equivalent) grade C or above in Mathematics and Science	E
Relevant L3 STEM qualification	D
Degree or post-graduate study	D
EXPERIENCE	
Proven record of technical work in a STEM-related function	E
Experience of the operational functioning of a engineering technician environment	E
An understanding of the management of Health and Safety	E
An understanding and demonstration of barriers to learning and how to overcome this	D
Understanding of outstanding teaching, learning and assessment strategies	D
Experience of working with Gifted & Talented/SEN pupils	D
Relevant worked-based professional experience	D
Experience of working with a range of partners both in and outside the world of education	D
KNOWLEDGE AND SKILLS	
Excellent subject knowledge	E
Ability to create an ethos which enables all learners to achieve their potential	E
To be able to work effectively as a team	E
Excellent interpersonal skills and ability to work in partnership with a diverse range of stakeholders	E
Excellent communication skills	E
Excellent literacy, numeracy and ICT skills	E
Knowledge and understanding of health and safety policy	E
Knowledge and understanding of current curriculum developments	D
An ability to inspire learners in Y10 to Y13	D
PERSONAL ATTRIBUTES	
To work under pressure and meet deadlines	E
Commitment to well-organised, safety-driven practices	E
Confidentiality and discretion	E
Ability to organise, plan and prioritise	E
Flexibility and adaptability	E
A commitment to safeguarding to learners within the academy	E
Enthusiasm, optimism and energy	E
A commitment to equal opportunities and a strong belief in inclusive education practice and that learning for all students is supported	E

All offers are subject to clearance of references and enhanced DBS checks

THE WMG ACADEMIES FOR YOUNG ENGINEERS

"We have some of the best companies and supply chains in our local area, and they all desperately need new talent and skills to help them grow. That is why the WMG Academy for Young Engineers is so important"

Professor Lord Bhattacharyya, Chairman, WMG

The WMG Academy for Young Engineers Trust

The WMG Academy for Young Engineers Multi Academy Trust was formed in March 2015. Following the successful opening of the Coventry Academy in September 2014, the WMG Academy Trust will open its second Academy in September 2016 in North Solihull.

Formed between a partnership of the University of Warwick (led by the Warwick Manufacturing Group – WMG) and with the support of national, regional and local businesses such as Jaguar Land Rover, National Grid, Arup and Balfour Beatty, the Trust is committed to providing a better way of learning for the Engineers of the future.

The Trust is made up of members from industry including the EEF and the Local Authorities Chamber of Commerce and the University of Warwick who have led the development of the WMG Academies and oversee their running from a strategic perspective.

Both Academies focus on engineering and digital and information communication technologies, catering for approximately 600 students each aged between 14 – 19 years of age.

As well as a core curriculum at Key Stage 4, which includes GCSEs in the core subjects maths, science, English and computer science, students can select from options which include a modern foreign language, a humanities subject and free option subjects. In addition, all Key Stage 4 students follow the Level 2 Cambridge Nationals course in Engineering worth up to 3 GCSEs equivalent.

Students at Key Stage 5 can follow a flexible pathway bespoke to their needs. Students can choose to take just STEM A-Levels or combine 3 traditional A-Levels with the Level 3 OCR Technical in Engineering worth the equivalent of 1 A-Level. Alternatively, students at post 16 can study a larger Engineering qualification such as the BTEC Level 3 Diploma in Engineering and combine it with an A-Level or the Extended Project Qualification.

The ethos of both academies is 'business-like, business-led'.

WMG Academy for Young Engineers, Coventry

Opened in September 2014 by Ratan Tata, the Coventry Academy has over 400 students on roll in its second year. Located close to the Westwood area in Canley and the University of Warwick, the Coventry Academy was designed with a large Engineering Hall filled with over £600,000 worth of specialist equipment. Three dedicated CAD areas allow industry standard software to be used by students in their Engineering projects.

Students at the Coventry Academy come from a wide catchment area which includes Solihull in the north through to Kenilworth, Warwick and Rugby in the south.

The Academy follows an 8.30 am – 4.30 pm day with enrichment opportunities offered to students that include football, basketball, badminton, rocketry club, aerospace club, debating society, F1 in schools, Green Power and Engineering clubs. Students also have access to resources at Warwick University.

Our Vision

We will ensure that our students have raised aspirations that will provide the motivational drive to succeed. Strong employer and further and higher education links, as well as a professional ethos and culture, will ensure the students will be in demand from employers.

Our unique status of working very closely with some of the biggest employers in the region means that we have shaped the curriculum from day one to ensure we produce students with a professional ethos and culture that is in high demand in today's working world.

The focus of the curriculum is a series of projects – real business-focused, practical problems and challenges that reflect fully the world of work. Employers provide mentors to help our students get a full understanding of life in engineering. This 'better way of learning' means that education will be exciting for our students. We will give them an experience of real value; one that will lead to a diverse range of positive progression pathways for every single student.

Team working will be the norm and students will work together to develop the skills that employers value. We are committed to developing team working, problem solving, creativity, leadership, communication, resilience and an ability to respond to change. As staff, it is our role to model those skills and behaviours to our learners in everything that we do.

The Role

WMG Academy is looking for an experienced technician who has the ability to teach. The successful candidate will inspire and enthuse learners with their passion, ensuring that the WMG Academy's outcomes in engineering are outstanding.

Reporting to the Lead for Engineering, you will be responsible for all aspects of technical support for engineering. All staff will have a substantial pastoral role to fulfil.

This is a unique opportunity to be involved in our academy; designing and leading an innovative approach to learning and ensuring that learners achieve the highest outcomes and opportunities.