



Imberhorne School

Role Profile

Job Details

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| Job Title: | Food Technician |
| Salary/ Grade: | NJC Grade 4 |
| Hours: | 15hrs pw TTO three days per week |
| Contract Type: | Permanent |
| Reporting to: | Leader of Learning – D&T |

Main purpose

The Food Technician will:

Support the teaching staff by preparing ingredients and materials, maintain equipment and supplies, contribute to departmental activities and administrative tasks.

Assist students in lessons to fully access the practical elements of the curriculum within this element of the D&T scheme of work.

Duties and responsibilities

Operational

Work under the direction of the Leader of Food Technology, providing advice and assistance to ensure that students can easily access the practical elements of the curriculum.

Assume responsibility for all equipment and consumables ensuring that health and safety, including food hygiene and COSHH requirements are always upheld.

Source and prepare ingredients and equipment to ensure that the resources are available for lessons so that demonstrations and practical lessons run smoothly.

Provide information for students and teachers on the correct way to use equipment to minimise the risk of accidents to individuals and/or damage to equipment.

Maintain high standards of hygiene and safety within and across the dedicated teaching spaces, to include routine and annual cleaning schedules, reporting maintenance issues arising in a timely way.

Collect and maintain data about food allergies to ensure teachers are aware of possible issues that may impact of student well-being.

As directed by the Leader of Learning/ Leader of Food, provide day to day administrative support.

General

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective professional relationships with colleagues.
- Uphold the highest levels of confidentiality, professionalism and integrity so that every engagement contributes to a positive outcome for students, parent/ carers, colleague and other professionals

Health and safety

- Promote the safety and wellbeing of pupils, and help to safeguard pupils' well-being by following the requirements of Keeping Children Safe in Education and our school's child protection policy
- At all times act in accordance with the schools Health and Safety policies, procedures and good practice guidance, following clear reporting lines and instructions.

Professional development

- Take personal responsibility to update knowledge and understanding by reflecting on own practice, liaising with school leaders, and identifying relevant professional development to improve personal effectiveness.
- Take opportunities to build the appropriate skills, qualifications, and/or experience needed for the role, with support from the school.
- Take part in the school's appraisal procedures.

Personal and professional conduct

- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school.
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community.
- Respect individual differences and cultural diversity.

Other areas of responsibility

- The post holder will be required to work outside of normal working hours to support school events, meetings and emergencies.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the individual will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Person Specification

| Criteria | Qualities | Requirements |
|-------------------------------|---|--------------|
| Qualifications and experience | Working experience of a broad range of kitchen equipment, food preparation and cooking techniques. | Essential |
| | Up to date Food Hygiene (Food Safety) training or willingness to complete | Desirable |
| | First Aid qualification or willingness to complete | Desirable |
| Skills and Knowledge | Demonstrable skills required to source and prepare ingredients and equipment for demonstrations and practical lessons | Essential |
| | Knowledge of Health & Safety requirements within a kitchen environment and an ability to apply these within a classroom context | Desirable |
| Personal Qualities | Effective interpersonal skills that can be adapted based on the audience, coupled with an ability to manage difficult conversations and potential conflict. | Essential |
| | Able to work autonomously, organising and prioritising work, even when under pressure, to meet deadlines and unplanned situations. | Essential |
| | Able to work flexibly and constructively a part of a team, contributing to maintaining a positive and enabling environment | Essential |
| | Commitment to enhancing and developing skills and knowledge through CPD. | Essential |