

## JOB DESCRIPTION

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| <b>POST TITLE:</b>          | Engineering Technician                                     |
| <b>POST RESPONSIBLE TO:</b> | Lead for Engineering                                       |
| <b>SALARY:</b>              | SCP 5-11 £18,795 - £21,166 (prorated to £16,457 - £18,533) |
| <b>CLOSING DATE:</b>        | <b>Wednesday 2<sup>nd</sup> October 2019 at 9.00am</b>     |
| <b>INTERVIEW DATE:</b>      | <b>Friday 4th October 2019</b>                             |
| <b>START DATE:</b>          | October 2019   |

### 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;
- Supporting the organisation with technical support to the engineering department, including assisting in practical classes, carrying out demonstrations, preparing resources, assembling apparatus;
- Giving technical advice to teachers, technicians and learners;
- Support with 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 assist and support for the promotion and observance of a healthy and safe working environment for the technical support service by:-
  - contributing, to the review of both health and safety procedures and information resources;
  - keeping up-to-date with current procedures and practices through continuing professional development;
  - Supporting with 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;
  - Ensuring that equipment is clean and workshop area is tidy and in accordance with health and safety guidance at all times.
- To support and control of practical resources including:
  - Assist on stock control, compiling orders, liaising with suppliers and maintaining appropriate records;
- To support the engineering department on routine and non-routine checking, cleaning, maintenance, calibration, testing and repairing of equipment to the required standard.

#### **Teaching and Learning**

- Liaise with teaching staff on a regular basis and where necessary, support the delivery of the curriculum in our flexible learning bases;
- To be aware 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:

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| <b>REQUIREMENTS</b><br>The post holder must be able to demonstrate:   | ESSENTIAL (E) or<br>DESIRABLE (D)<br>REQUIREMENTS |
| <b>QUALIFICATIONS</b>   |   |
| GCSE (or equivalent) grade C or above in Mathematics and Science  | D   |
| Relevant L3 STEM qualification  | D   |
| Degree or post-graduate study   | D   |
| <b>EXPERIENCE</b>   |   |
| Proven record of work/experience in a technical environment   | E   |
| Experience of the operational functioning of an engineering technician environment  | D   |
| An awareness of Health and Safety in a technical environment  | 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   |
| <b>KNOWLEDGE AND SKILLS</b>   |   |
| 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   |
| Competence in 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   |
| <b>PERSONAL ATTRIBUTES</b>  |   |
| 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”

The late Professor Lord Bhattacharyya, Chairman, WMG

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 opened 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, and can cater for approximately 500 students each aged between 14 – 19 years of age. Currently in its third year, the Solihull Academy has an impressive 330 students on roll and is on track to be full in two years time.

As well as a core curriculum at Key Stage 4, which includes GCSEs in the core subjects maths, science, English and Engineering Manufacture, students can select from options which include a modern foreign language, a humanities subject and 3 option subjects. In addition, all Key Stage 4 can students follow additional Level 2 Cambridge Nationals course in Engineering worth a further 2 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. Alternatively, can study a Level 3 BTEC Engineering qualification at Certificate Diploma or Extended Diploma level. Further BTEC qualifications are available in Art, ICT, Science and Business Studies and students can mix qualifications to suit an individual career pathway.

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.

The Coventry Academy is proud of its very first OFSTED report where it was rated Good in all areas.

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 8.30am – 4.30pm (Tuesday – Thursday) with enrichment opportunities offered to students that include football, F1 in schools, Green Power and Engineering clubs. Students also have access to resources at Warwick University. On Mondays and Fridays students leave at 3.20pm.

#### WMG Academy for Young Engineers Solihull

Opened in September 2016 the Solihull Academy boasts over £2M of specialist equipment and ICT. Developed along a similar open plan design to Coventry, the Solihull Academy occupies a slightly bigger footprint. The Academy is thriving on successful recruitment and has four year groups, 10 through to 13.

Dedicated ICT facilities include 3 CAD suites and student PC access in all teaching rooms giving unrivalled access to industry standard software. These facilities allow innovative teaching pedagogy through digital technologies. A large Engineering Hall, complimented by 'Make and Do' areas above, allows a flexible group-work approach to learning.

The Academy occupies land adjacent to the Chelmsley Wood shopping Centre, North Solihull and draws from a wide catchment of East Birmingham, Solihull and North Warwickshire. The Solihull Academy follows the template of the 8.30am – 4.30pm working day used in the Coventry Academy (Tuesday – Thursday) and has the additional flexibility of incorporating some enrichment into the Academy day due to its close proximity to North Solihull Sports Centre and having its own multi-use games area and activity hall. The Solihull Academy received its first Ofsted inspection in February 2019 and was rated Good in all categories.

#### 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 Engineering 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 a technician with an experience of a mechanical engineering environment. The successful candidate will inspire and enthuse learners with their passion of engineering, supporting the WMG Academy ensuring its outcomes in engineering are outstanding.

Reporting to the Lead for Engineering, you will be responsible for supporting all aspects of technical support for engineering.

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