



**As one of the top 10 colleges in the UK, with significant strengths in health and social care, engineering, creative industries, construction, catering and digital, Northampton College is an inspiring place to work.**

Our students come from all walks of life and so do we. We hire great people from a wide variety of backgrounds, not just because it's the right thing to do, but because it makes our organisation stronger. Why not join our dedicated team as a **Technician Demonstrator - Electrical?**

<b>Job Title</b>	Technician Demonstrator - Electrical
<b>Ref No.</b>	ME2425036
<b>Department</b>	STEM - Science, Technology, Engineering & Manufacturing
<b>Reporting to</b>	Curriculum Manager
<b>Location</b>	Northampton, Booth Lane Campus
<b>Salary</b>	<p>In the range of £25,798 - £28,513 per annum</p> <p>Starting salaries will normally be aligned with the first point in the grade for the role. Only in exceptional circumstances, as determined by the College, will appointment to a higher point be considered. If you have any queries regarding the College's policy on this, please contact the recruitment team prior to submitting your application.</p>
<b>Hours</b>	37 hours per week, 52 Weeks per year
<b>Contract Type</b>	Permanent

**We are committed to the safeguarding and welfare of all our students, we follow safer recruitment statutory guidance (Keeping Children Safe in Education).**

**If you are successful, you will be required to complete thorough pre-employment checks, including an enhanced DBS check and satisfactory references. All applicants must have the right to work in the UK at the time of application, as the College does not hold a sponsorship license.**

## REWARDS AND BENEFITS

As well as a great salary and friendly team you will also receive:

- ▶ 35 days pro rata annual leave, comprising 24 personal days, pro rata (1 September – 31 August), including 8 bank holidays and 3 closure days. The College reserves the right to designate up to 3 closure days per holiday year
- ▶ Discounts through membership of the NUS and Blue Light Card - ranging from Amazon Prime to eating out, fashion, beauty, entertainment and more.
- ▶ Eligible to join the Local Government Pension Scheme (a defined benefit scheme including an employer contribution rate of 25.40%)
- ▶ Access to continued professional development
- ▶ Free parking and access to electric vehicle charging
- ▶ Multi gym and sports hall
- ▶ Confidential Employee Assistance Programme, offering a confidential phone line, a website and a downloadable app
- ▶ Access to the College's Wellbeing Hub
- ▶ Enhanced family friendly policies
- ▶ Generous sick pay and compassionate leave scheme
- ▶ Discounted hairdressing and beauty therapy treatments in our training salons (The Salon NC).



# Job Description

## Role Purpose

Providing day-to-day support for teaching staff and students in the curriculum area. Ensuring that all equipment, resources, and work areas are maintained to a high standard and comply with relevant legislation. Assist teachers to prepare activities that support students in their learning. Demonstrate to students safe and effective ways of working when they undertake the activities.



## Main Duties and Responsibilities

1. To ensure all equipment is correctly prepared for use by teachers and students. Maintaining regular services, repairs, and maintenance as required. Where relevant, recording and tracking items on loan to staff or students.
2. To work with colleagues within the curriculum area and the wider College to ensure the security and safety of work areas including laboratories; workshops; studios, and classrooms.
3. To comply with all relevant Health and Safety Regulations to ensure a clean, safe, and effective working environment.
4. To support and assist students when undertaking practical activities or experiments. To ensure full compliance with the relevant Health and Safety requirements and, where required, adherence to the risk assessment for the activity/experiment.
5. To ensure swift and effective actions are taken in response to any issues raised by internal or external health and safety audits.
6. To place orders for resources, equipment, and supplies, ensuring appropriate and timely delivery. Manage stock levels, ensuring colleagues follow the appropriate stock control procedures, including compliance with relevant legislation, for example Control of Substances Hazardous to Health (COSHH).
7. To support and assist teachers to set up lesson activities, practical sessions, or experiments.
8. To demonstrate and support students to develop the techniques to safely and effectively use tools, equipment, or resources in a specified subject area, enabling the students to translate theory into practice and to develop the techniques and approaches required to meet industry standards in relevant tasks. To provide students with details of resources/information to support these areas of learning.
9. To facilitate and supervise preset lessons or periods or self-study in the event of teacher absence. This will include guiding and instructing students to complete preset work or to study independently, providing guidance within the scope of their technical expertise.
10. To support the curriculum area in preparing for displays, exhibits, open days or events.
11. To support the preparations for performances, productions, or events, including transportation of students or equipment.
12. To communicate and build effective working relationships with internal departments and relevant stakeholders.
13. To carry out examination invigilation duties as required.

# Person Specification

	Essential	Desirable
<b>Education</b>	<ul style="list-style-type: none"> <li>English and maths GCSE grade C/4 or above/willingness to obtain, or equivalent skill level</li> <li>First Aid Qualification or willingness to work towards</li> <li>Industry sector specific qualification or equivalent experience</li> </ul>	
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>Understanding of, and commitment to, the principles of equity, inclusion and belonging</li> <li>Understanding of the principles of safeguarding young people and vulnerable adults in an educational setting</li> <li>Understanding of the principles of data protection</li> </ul>	
<b>Skills</b>	<ul style="list-style-type: none"> <li>Ability to use a range of Information Technology (IT)/Information Communication Technology (ICT) systems, including Microsoft Word, Excel, and Outlook</li> <li>Ability to effectively communicate in writing, verbally, and through active listening with a diverse group of colleagues, students and stakeholders</li> <li>Ability to manage and prioritise multiple tasks through to completion within prescribed deadlines</li> <li>High levels of attention to detail and accuracy</li> <li>Ability to provide a responsive and professional level of customer service at all times</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of working or operating within the relevant industry</li> </ul>	<ul style="list-style-type: none"> <li>Experience of working within an educational setting</li> </ul>
<b>Attributes</b>	<ul style="list-style-type: none"> <li>Strong work ethic: exhibits dedication and diligence in carrying out responsibilities with a commitment to excellence</li> <li>Collegiate: works well within a team environment, cultivating a collaborative and cooperative approach</li> <li>Enthusiastic and innovative: displays a positive attitude and creative mindset, contributing fresh ideas and solutions</li> <li>Adaptability and reliability: adapts easily to changing situations and is dependable in fulfilling commitments</li> <li>Priorities the needs of the team, customer, and the organisation</li> <li>High degree of integrity and honesty</li> <li>Empathetic: demonstrates thoughtfulness towards others</li> <li>Resilience: able to recover from setbacks quickly</li> <li>Self-motivated: demonstrates initiative, positivity, and a proactive approach</li> <li>Positive role model for students</li> </ul>	



## GENERAL

**You will be required to undertake such other duties appropriate to the grade and nature of the work as may reasonably be required of you. Therefore, the list of duties in this job description should not be regarded as exclusive or exhaustive.**

Your duties will be set out in this job description but please note that the College reserves the right to update your job description from time to time to reflect changes in, or to, your job.

Significant permanent changes in duties and responsibilities will require agreed revisions to be made to this job description. You will be consulted about any proposed changes via either collective or individual consultation.

You will be required to have a flexible approach to work, working outside your normal working pattern when reasonably required to do so, including, for example to support College open events. You will have the ability to travel effectively, for example to other College campuses.

You will be required to ensure all safeguarding and student welfare duties and responsibilities are fully met and that you adhere to the relevant College policies and procedures.

You will be required to participate in the College's Employee Performance and Development process and to undertake any professional development activity/training required.

You will be required to fulfil your health and safety responsibilities for your own health and wellbeing and that of others within the College.

