**Future Schools Trust**

**Job Title**: Food Technician

**Salary**: Future Schools Trust Grade 3

**Responsible to**: Head of Food & Cookery

**Hours:**  37 hours per week, term time only

Monday- Thursday 7:30-3:30pm Friday 8:00-3:30pm

**1. Main Purpose of Job**

To provide practical and administrative support for the teaching of food courses and whole school events such as after school activities, taking into consideration the needs and wishes of the Academy.

**2. Accountabilities**

* To unlock and lock up the Catering Suite.
* Ensure all demonstrations, preparation for practical sessions and resources for each lesson are set up.
* To purchase/order provisions making sure supplies are stored in accordance with statutory regulations and that stock is properly rotated.
* Assist with the monitoring of the budget, keeping accurate records.
* To deliver core lessons, with support, ensuring cover work is completed during the sessions.
* To assist cover staff with theory lessons. To help ensure the cover work is completed during the lesson.
* To prepare differentiated materials/create resources using ICT for the learner’s use.
* Complete photocopying and support teachers with assessments as requested.
* Work with the learner’s individually and in groups leading some activities.
* Clear up after practical sessions, putting washing on, drying it and storing away materials.
* To ensure all appliances are turned off at the end of practical sessions, particularly cookers and the mains gas tap.
* Assume responsibility for the Catering Suite’s facilities, reporting any defects promptly and completing an inventory annually checking the Catering Suite’s equipment.
* To check, tidy all kitchen cupboards and drawers weekly and complete end of term cleaning as requested.
* Produce displays celebrating learner’s achievements
* Other duties as may be reasonably requested by the School