

Technology Assistant (Food & Catering)

Role Description:

The Technology Assistant (Food and Catering), assists the Food Tech teacher in the preparation of lessons in the technology (food) learning area and organising catering for school events.

General Responsibilities:

- Order food and other supplies as requested by the Food Tech teacher or members of the Executive (or delegates)
- Ensure practical lessons are set up in accordance with the instructions of the Food Tech teacher
- Assist with pack-up of practical lessons
- Assist as needed, in-class with students with higher needs as time permits.
- Assist with the cleaning, organising and maintenance of the Food Tech room, storage areas and equipment, including the monitoring of health, safety and hygiene.
- Liaise with Executive (or delegates) in relation to catering for school events
- Set-up events as required (this may involve placing food on trolleys ready for serving. However, for some events it may require full set up). You are not expected to be present at events unless negotiated.
- Pack up after school events (this involves the storage and/or disposal of food, laundering of table cloths and other items and returning equipment).
- Participate enthusiastically in the full spiritual and pastoral life of the school
- Promote a distinctively Gospel-Centred worldview of life and learning

Involvement in the life of our school:

This will involve:

- Attendance at whole school staff meetings
- Involvement in school events as required (note that where an event falls outside rostered hours, it is by negotiation only).

Personal Attributes:

All staff must:

- Be a Christian who ascribes to the NCS Statement of Faith and is striving to live a life in accordance with God's word which is evident in the way they live
- Be willing and able to share their faith and how it impacts on their role within the School
- Be an active member of a Church Community
- Show a commitment to and understanding of the Nepean school context
- Be supportive of the school's mission and vision
- Maintain the ability to work in the pressure of a school environment where there are competing priorities

- Have excellent verbal and written skills
- Have confidence in dealing with staff, parents, students and visitors
- Maintain confidentiality in issues relating to students, staff and parents
- Pursue excellence with humility, wisdom and humour
- Show empathy with young persons
- Show ability to work in a team environment
- Be energized by the fun, adventure and joy of working with young people

Skills/Experience:

- Have current First Aid qualifications (or willingness to obtain)
- Be confident in using digital technology

Accountability:

The Teachers' Aide shall:

- Reports to the Head of Technology but works under the daily supervision of the Food Tech teacher

Remuneration:

- 20 hours per week (plus 30 minutes lunch break)
- This is notionally 8:30am - 2:00pm, Monday to Thursday during term time and preparation weeks, (please note that the salary is calculated on term and preparation week time only but 'averaged' across the whole year so that the appointee is paid during holiday periods)
- Level 3 School Assistant

All staff will:

Be what they believe

- Seek to bring every thought, feeling and action captive to the person of Jesus and His story as expressed in the Bible.
- Be committed to living Christ's story in the educational arena

Relate to students, colleagues and community members in a Christ-like manner

- Love and forgive others
- Care for the emotional, physical, social and spiritual well-being of people
- Promote the involvement of parents

Unfold the curriculum in the shadow of the Cross

- Promote a distinctively Gospel-Centred worldview
- Participate in curriculum development and professional development

Inspire students in the light of Jesus' Resurrection & Return

- Contextualise learning by interaction, simulation or engagement appropriate to the level of maturity
- Encourage students to realise that engaging with learning, accepting responsibility, self-fulfillment and service of others are the real rewards of any task

Structure procedures that support our Christian outlook

- Ensure that teaching and organisational procedures are in harmony with our Christian faith, or at least do not hinder it
- Formulate and maintain teaching programs that clearly declare Christ as Saviour and Lord

Enable students to respond as disciples of Christ in an exciting, yet broken world

- Prompt students to move from Christian knowledge, through action to commitment