JOB DESCRIPTION

SHIRLEY BOYS' HIGH SCHOOL
Ngā Tama o Ōruapaeroa

POSITION	Hard Materials Technology Assistant
TENURE	Fixed Term (28 January 2027 to 5 November 2027)
RESPONSIBLE TO	Head of Department Hard Materials Technology Hard Materials Technology Teacher
HOURS OF WORK	12 hours per week, Term time only
GRADE	Grade BC (Support Staff in Schools Collective Agreement; TA Pay Scale)

PURPOSE

The Hard Materials Technology Assistant is a supportive role within the Hard Materials Technology Department, assisting Year 12 and Year 13 Building and Construction classes. They will support teaching and learning by providing expertise and additional staffing where required, prepare the workshop and ensure it is safe and ready for teaching and learning.

KEY RELATIONSHIPS

- Head of Department Hard Materials Technology
- Teacher of the Building and Construction programmes in Years 12 and 13
- All Technology Staff
- Business Manager
- Office Manager

KEY RESPONSIBILITIES

Supporting teaching and learning:

- Support students with their practical work.
- Work with staff and students to ensure safe practice.
- Utilise specific skills and knowledge to support learning.
- Stay up to date with the latest Hard Materials Technology used in schools.