

Job Title:	Technician Demonstrator Applied Psychology
Unit/School:	CSSHS
Grade:	6AB
HERA:	CSAD36

Core purpose of role

The postholder is responsible for the operation of the psychology teaching and research facilities including the operation and maintenance of specialist equipment and software.

The postholder will demonstrate equipment and software to undergraduate and postgraduate students. The postholder will manage materials and equipment in the area. They will provide advice on practical teaching and development of necessary skills. The postholder will liaise with academic, technical and administrative staff to ensure the effective management of their area of responsibility.

The postholder will be responsible for the health and safety of all users in their area and provide training, information and advice as required.

Key responsibilities and contributions

The Technician Demonstrator will undertake some or all the following duties, carried out in liaison with the Programme Director / Academic / line manager or other identified members of staff as appropriate:

- **Plan and deliver laboratory demonstrations:** Participate in planning meetings to prepare for practical sessions which have been planned by academic staff. Ensure that equipment and materials are in place at the appropriate times, and that rooms and specialist facilities are ready for teaching and are functioning effectively and safely. Deliver demonstrations of equipment and software, from introductory to advanced level in timetabled sessions.
- **Support student learning and academic delivery:** Provide feedback to academic staff on student skill development, identify training needs and ensure demonstrations align with learning outcomes.
- **Maintain and develop technical expertise:** Maintain skills and knowledge in general IT and specialist software (including OpenSesame and SPSS), and specialist equipment (including EEG, BIOPAC, and eye-trackers). Ensure demonstrations reflect current practice and emerging technologies.
- **Manage laboratory resources and equipment:** Raise and receipt orders using the university finance system in line with University regulations. Undertake budgetary management, in close liaison with academic staff / lab managers and budget holders. Advise on the procurement of new and replacement equipment. Maintain asset

inventories, and ensure all equipment is safely maintained, functional, and appropriately stored.

As directed, ensure that routine statutory testing of equipment is undertaken and that recommendations are acted upon to meet compliance for H&S legislation.

- **Provide training and general technical support:** Provide training and guidance for students and other facility users. Ensure all users are competent and appropriately trained.
- **Promote and monitor health and safety compliance:** Advise on health, safety, and welfare. Participate in the School's Health & Safety Inspection Working Group. Oversee laboratory work to maintain a safe environment.

As required the postholder will undertake some or all of the following roles; first aider/mental first aider; fire warden and Evac+Chair operator.

- **Maintain safe working practices:** Develop and oversee laboratory health and safety management systems, write and review risk assessments, maintain safety registers, and monitor for unsafe practices.
- **Support research and enterprise:** Assist with school research and innovation activities as required.
- **Other Duties:** As required the postholder will take part in the School Standby and On-Call Protocol. These arrangements cover all University sites. Any such other reasonable duties and responsibilities as may be required from time to time.
- **Joint Programmes.** The postholder will be required to provide support to joint psychology degree programmes shared with the School of Education and Social Policy.

Person specification

Essential qualifications / Professional memberships

- An honours degree in a related field or equivalent professional experience.

Essential experience, knowledge and skills

1. Demonstrable technical and specialist skills in an appropriate area of Applied Psychology or related field including a good understanding of EEG, BIOPAC and eye tracking equipment.
2. Demonstrable practical experience, including experience managing a small facility or specialist area.
3. Ability to plan, prioritise, and manage workload or small projects to meet agreed objectives.
4. Strong communication and interpersonal skills, with the ability to explain technical concepts clearly.

5. Commitment to sharing knowledge, supporting student learning, and motivating others.
6. Flexibility to work across multiple discipline areas (e.g. Biomedical Sciences, Food Science) at short notice. Attention to detail and a high level of accuracy in technical and administrative tasks.
7. Excellent IT skills, including competence in the use of statistical, analytical and experimental design software relevant to the Social Sciences including SPSS and OpenSesame.
8. Proven ability to manage and maintain health and safety standards in a laboratory environment.
9. Ability to provide training, guidance, and supervision to students and staff in the safe and effective use of equipment.
10. Capacity to develop and maintain up-to-date technical knowledge, adapting to new technologies and methods.

Desirable

1. Experience working within a higher education or teaching environment.
2. Experience demonstrating equipment and practical techniques in taught sessions.
3. Experience in use of EEG, BIOPAC and eye tracking equipment.
4. Recognised qualification in health and safety management relating to psychology or within an educational setting.

Welsh skill requirements

Welsh is essential to our students and staff and is a key part of our provision and services. For every position at Cardiff Met, proficiency in Welsh language is either essential or desirable. You can find information about the levels by viewing our booklet: [Welsh language skills levels](#). If a skill is listed as essential in the table below, please ensure you demonstrate this in your online application form.

Language level and general descriptor	Listening	Reading	Speaking	Writing
A1 – Beginner Can understand and use familiar everyday expressions and very basic phrases in Welsh.	Desirable	Desirable	Desirable	Desirable
A2 - Basic user Can deal with simple, straightforward information and communicate in basic Welsh.				

B1 - Intermediate user Can communicate, to a limited level, in Welsh about things that are familiar and/or work related.				
B2 - Upper intermediate user Can express myself in Welsh on a range of topics and understand most of a conversation with a native speaker.				
C1 - Fluent user Can communicate fluently in Welsh.				
C2 - Master user Can communicate fluently on complex and specialist matters in Welsh.				

Disclosure & Barring Service requirements

This post does not require a DBS check.

Supporting information

The University is a dynamic organisation and changes may be required from time to time. This job description and person specification is not intended to be exhaustive.

The University is committed to the highest ethical and professional standards of conduct. Therefore, all employees are expected to have due regard for the impact of their personal behaviour and conduct on the University, students, colleagues, business stakeholders and our community. Each employee must demonstrate adherence to our Code of Professional Conduct. In addition, all employees should have particular regard for their responsibilities under Cardiff Metropolitan University's policies and procedures.