



Job Title: Technician Demonstrator Woodworking Practices

Unit/School: Cardiff School of Art and Design

Grade: 6A/B

HERA: CSAD36

Core purpose of role

The Technician Demonstrator in Woodworking practices will be based on the Llandaff campus and will be delivering a range of advanced, high-level skills-based workshops across the School with a focus on woodworking techniques. You will be responsible for the safe running of the workshop and support students in developing their technical skills in accordance with academic need. You will demonstrate and train students in a range of woodworking techniques, including hand tool and wood machine use and construction processes. You will be responsible for safe working practices within your workshop areas. You will also support the wider technical team and supervise other workshop spaces as appropriate.

Learning, research and innovation in Cardiff School of Art and Design (CSAD) is often practice-based, experimental and experiential. It is dependent on the sound and informed management of all workshop and studio areas and the effective delivery of opportunities for skill development, based on demonstrations and guidance provided by skilled Technician Demonstrators.

Whereas academic staff have overall academic responsibility for the delivery of the curriculum, they, and all workshop users, primarily students, are dependent on the support of Technician Demonstrators and the roles they play.

The Technician Demonstrator, under the line management of the Resources Manager, is responsible for operation of the CSAD workshops and studios and the support of student learning and will work to enhance the sustainability of practice in their areas.

Each Technician Demonstrator has a workshop/s and studio area/s for which they hold responsibility for equipment, materials, appropriate activities, the demonstration of and advice on processes, and the health and safety of all users.

Key responsibilities and contributions

1. Supervision of creative practices and processes in CSAD's workshops and studios to facilitate student learning. Providing practical and technical support and guidance and ensuring appropriate access to materials and equipment.



2. Provide demonstrations and guidance on practical techniques and processes, using suitable equipment at appropriate levels from introductory to advanced and ensuring that up to date information and guidance is available to students in our virtual learning environment.
3. Coordinate material requirements, use and availability to support student learning outcomes and work to enhance sustainability of practice and use of materials.
4. Undertake equipment and material purchases, ensuring they are in line with university regulations and procedures, to ensure the appropriate resources are in place to support student learning.
5. Ensure all equipment within the area/s of responsibility are in place and functioning effectively and safely and maintain asset inventories.
6. Prepare and implement housekeeping and maintenance schedules and advise the school on the need and options for the update and replacement of equipment to ensure the appropriate resources are in place.
7. Develop and maintain own skill base and knowledge, ensuring currency with new and emerging techniques and developments. Apply the application of new knowledge to demonstrations and student support.
8. Maintain knowledge of the curriculum requirements for workshop and studio support, to ensure technical support is tailored to learning outcomes. Identify and review any areas for further development, to enhance the student experience.
9. Participate in planning with academic teams, to support required student outcomes.
10. Engage with appropriate staff to feedback on student performance and flag any matters relating to safety and welfare as appropriate.
11. Engage in CSAD systems and workshop competency assessment processes to determine and record students' ability to use specified equipment independently.
12. Assist with the staging of the CSAD annual degree shows.
13. Ensure that CSAD's Health and Safety Policy is respected and observed, including:
 1. The prohibition of unsafe activities.
 2. Safeguarding of any hazardous activity through the process of risk assessments.
 3. Writing risk assessments as needed within area of operation and on cross-school projects as required and assisting in the ongoing process of developing safe workshop practices.
 4. Maintaining health and safety registers, relating to student use of equipment and processes.



5. Assessing the safety of all in-house exhibitions, including Degree Shows, writing the relevant risk assessments taking account of Cardiff Metropolitan University guidelines.
 6. Advising, as required and when needed, on risks and risk assessment associated with practice-based work and exhibition on sites external to the University.
 7. Researching and establishing safe limits for specific individual student projects and supervising such work through risk assessment procedures and in consultation with third parties as necessary.
14. Any such other reasonable duties and responsibilities as may be required from time to time.

Person specification

Essential qualifications / Professional memberships

1. An appropriate degree, professional qualification, or equivalent expertise in a discipline relevant to creative applications of woodwork

Essential experience, knowledge, and skills

1. Demonstrable technical / specialist skills in a relevant discipline and a proven interest in on-going skill development.
2. Strong technical knowledge of, and ability to deliver workshops in a broad variety of techniques, from small scale maquettes and artefacts using hand tools, through to wood machining and furniture construction. You will have experience of using wood workshop equipment such as cross cut saw, bandsaw, planers, routers, sanders and associated extraction systems.
3. Ability to deliver workshops at appropriate levels and prepare relevant material.
4. Ability to communicate well and to present issues in a clear concise manner.
5. Clear commitment and interest in an area of specialism and a desire to share both traditional and contemporary knowledge and motivate students.
6. Commitment to ongoing professional development including COSHH and Risk assessment certifications and willingness to identify and undertake training as required.
7. Ability to work practically as part of a team to achieve goals within a specific time frame.



8. Ability to apply knowledge of relevant health and safety regulations including PUWER and COSHH.
9. Experience of writing risk assessments and implementing safety controls in a relevant workshop environment.
10. Ability to demonstrate a commitment to Equality and Diversity.

Desirable

1. Ability to undertake simple maintenance tasks of relevant equipment.
2. Certification in health and safety e.g. IOSH. NEBOSH or Supervisor training in relevant workshop practices
3. Experience of working within a higher educational environment.
4. Experience of supervising others in a workshop environment
5. Basic knowledge of metal working techniques

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.				
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.	Desirable	Desirable	Desirable	Desirable
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.