

| <b>SECTION A: THE ROLE</b>   |                             |
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| <b>Job Title:</b>  | Healthcare Technician       |
| <b>Department/Service:</b>   | Academic Technical Services |
| <b>Job Grade:</b>  | Grade 05                    |
| <b>Job Family:</b>   | Learning                    |
| <b>Job Location:</b>   | Carlisle - Fusehill Street  |
| <b>Responsible To:</b>   | Lead Technician             |
| <b>Role Purpose:</b>   |                             |
| <p>Based at our Fusehill Street Campus, you will work as part of a front facing technical team supporting academic activities across all Healthcare programmes in conjunction with the Grade 6 specialist technician supporting the Psychology team.</p> <p>You will work in close collaboration with the specialist technicians and academic colleagues supporting the practical delivery of teaching activities, which will include setting up and clearing down of practical sessions, working within lectures demonstrating equipment and software to small groups of students, maintaining specialist equipment and checking consumables stocks, updating software/manuals as required, ensuring that teaching rooms and stores are clean and tidy ready for use, booking out and setting up cameras, uploading student assessments onto SharePoint, supporting students using JISC Online Surveys to conduct research, contributing to area risk assessments and health and safety requirements, support in lectures and supporting students in small groups or on a one-to-one basis.</p> <p>You will be part of the Fusehill St campus Technical Services Team and may be required to work in other areas of the Institute of Health or other Institutes as and when required.</p> |                             |

| <b>SECTION B: PRINCIPAL DUTIES/KEY OBJECTIVES</b> |   |
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| <b>1.</b>   | Proactively work as part of a team delivering specialist technical support to both staff and students across the institutes based at our Fusehill Street campus.                              |
| <b>2.</b>   | Maintain and manage specialist equipment. Ensure that consumable material stocks are maintained, ordering items as required.  |
| <b>3.</b>   | Provide technical support to a wide range of specialist Healthcare teaching activities, this post will have an additional focus on psychology, alongside other members of the technical team. |
| <b>4.</b>   | Ability to work with minimal supervision, planning activities as defined by requests coming from academic colleagues and other technicians.   |
| <b>5.</b>   | Ensure that teaching rooms and resource areas are kept tidy and are setup as required by senior technicians and academic colleagues.  |
| <b>6.</b>   | Booking out and setting up cameras, uploading student assessments onto STREAM as required by academic colleagues.   |

**Additional Information:**

You may on occasions and in line with operational needs:

- Be required to work different hours including at weekends/evenings;
- Be required to travel to other campuses and sites as necessary.

In addition to the duties listed here, you will be required to perform other duties which are assigned from time to time. However, such other duties will be reasonable in relation to the grade.

It is the University's intention that this role description is seen as a guide to the major areas and duties for which the post holder is accountable. However, the business will change and the post holder's obligations will vary and develop. The description should be seen as a guide and not as a permanent, definitive and exhaustive statement.

### **Our Values:**

At the University of Cumbria, our values shape the way we work, our culture and environment.

#### *We are PERSONAL*

Individuals are at the heart of what we do, and our culture of belonging recognises and supports every person. As an institution, we have mutual respect for those we work with and for and we care about understanding each other's challenges and helping one another to thrive.

#### *We are PROGRESSIVE*

As a university we have a determination to deliver our mission, which keeps us open to opportunities in front of us. We encourage thoughtful and inspirational ideas, and we tackle problems proactively, with optimism, creativity and courage.

#### *We are ENGAGED*

As stewards of knowledge and place, it is our privilege to champion the region and advocate for the value of education. The University of Cumbria is welcoming to different perspectives, expertise and experiences and we are committed to building and nurturing strong links with our communities.

### **Providing an Inclusive Environment:**

The University of Cumbria is committed to providing an inclusive environment, where staff, students and visitors are encouraged to be their true self, in order to enhance the individual and collective experience. As a university community, we share the social responsibility of enabling this inclusive environment by valuing, respecting and celebrating differences, to ensure that we generate a sense of understanding and belonging.

The university recognises that our differences are our strength, seeking and valuing different perspectives and ideas, in an environment that is without prejudice and bias.

We are committed to embracing our responsibility as a facilitator of change and continue to develop our equality agenda in line with and, where appropriate, beyond the Equality Act 2010. We do not tolerate discrimination, bullying or harassment in any form on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, or sexual orientation.

### **Health & Safety Statement**

All employees at the University of Cumbria are required to ensure that all duties and responsibilities are discharged in accordance with the University's Health and Safety at Work policy. They should take reasonable care for their own health and safety and that of others who may be affected by what they do or do not do. Employees should correctly use work items provided by the University, including personal protective equipment in accordance with training or instructions.



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| Ability to provide detailed guidance, coaching and instruction to develop the knowledge and skills of others, individuals and small groups   | Essential | Application Form/Interview |
| Professional approach to work and work colleagues and an ability to work independently and show initiative.  | Essential | Application Form/Interview |
| <b>Other</b><br>Commitment to the <a href="#">Strategic Plan</a> of the University especially in relation to equality of opportunity at work and a healthy and safe working environment. | Essential | Interview                  |