



Demonstrator - Fashion

Job Title:	Demonstrator - Fashion
Reference No:	0207-19
Reports to:	Abi Fullerton
Grade:	D
Working Hours:	0.1473fte
Service:	Technical Services
Location:	Priestman Building

Main Purpose of Role:

- Provide specialist technical support to enable the Faculty and Technical Services to meet its objectives in a range of technical activities in the area of Fashion within the Faculty of Arts and Creative Industries, supporting academic staff and students during lectures, practical sessions and other learning activities.
- Demonstrate the safe operation of specialist equipment to students and staff including lockstitch machine, overlocker, coverstitch machine, buttonholer, embroidery machine, fusing press, steam iron.
- To monitor the equipment inventory and order materials and monitor stock levels.
- Plan and organise the provision of material (for example cut fabric pieces) and equipment required for teaching, practical and studio sessions.
- Undertake the maintenance of all equipment, including the industrial sewing machines, within the fashion studio, ensuring equipment is in good working order.
- Ensure the fashion studio and fabric cupboard are kept tidy with ready access to equipment and materials.
- Ensure all Health, Safety and environment legislation, regulations and University policies are adhered to by all users of the studio and escalate if necessary.
- Deliver health and safety induction to students.
- Produce appropriate S.O.P's and risk assessments for studio and equipment operation.
- To produce, implement, and supervise maintenance schedules of equipment.
- Liaise with the Arts and Design Technical Support Manager regarding externally provided repair and servicing of industrial sewing machines.
- Demonstrate garment construction and cutting out using patterns to students.
- Sew toiles for new block patterns that are developed.
- Assist students to create samples to develop ideas.

	<ul style="list-style-type: none">• Identify relevant and appropriate staff development and training within area of expertise.
Key Responsibilities and Accountabilities:	<ul style="list-style-type: none">• Ensure preparation and support for academic staff and students during lectures, practical sessions and other learning activities.
Special Circumstances:	Occasional flexibility of work patterns may be required.



Part 2A: Essential and Desirable Criteria

	<p><i>Essential</i></p> <p>Qualifications and Professional Memberships:</p> <ul style="list-style-type: none">• Degree in related subject or substantial professional experience
	<p>Knowledge and Experience:</p> <ul style="list-style-type: none">• Demonstrable experience of supporting a range of techniques and process within the area of Fashion• An extensive knowledge of the set-up and use of specialist equipment within Fashion• Experience of working in a team• Demonstrable record of customer service skills• Knowledge of relevant health and safety legislation, with the ability to carry out risk assessments
	<p><i>Desirable</i></p> <p>Qualifications and Professional Memberships:</p> <ul style="list-style-type: none">• Health and Safety qualification(s)
	<p>Knowledge and Experience:</p> <ul style="list-style-type: none">• Supervision of staff

Part 2B: Key Competencies

Competencies are assessed at the interview/selection testing stage	<p>Communication – the role holder receives, understands & conveys straightforward information in a clear and accurate manner. In addition, the role holder receives, understands & conveys information which needs careful explanation or interpretation to help others understand, taking into account what to communicate and how best to convey information to others</p>
	<p>Liaison & Networking – the role holder is required to carry out standard day to day liaison using existing procedures in order to pass on information promptly, keep people informed to ensure co-operation of effort and that work is done effectively. The role holder is required to participate in networks within the institution or externally in order to pass on information promptly, keep people informed to ensure co-ordination of effort & that work is done effectively</p>
	<p>Service delivery – the role holder is required to deal with internal & external contacts where the service is usually initiated by the role holder, working within the institution's overall procedures or policies, AND OR understand and explore customer's needs, adapt the service accordingly to ensure the</p>

usefulness or appropriateness & quality of service (content, time, level of information, cost)

Decision Making Process – the role holder is required to take independent decisions which have a minor impact. The role holder is required to be party to some collaborative decisions, work with others to reach optimal conclusions which have a moderate effect. The role holder is required to provide advice or input to contribute to the decision making of others which have a minor impact

Initiative & Problem Solving – the role holder is required to use initiative & creativity to resolve problems where the optimal solution may not be immediately apparent but has to be assessed by a process of reasoning, weighing up the pros & cons of different approaches, identify & assess practical options, break the problem down into component parts

Analysis & Research – the role holder is required to analyse routine data or information using predetermined procedures & gathering the information from standard sources, work accurately to complete the task precisely as specified

Sensory & Physical Demands - the role holder is required to carry out tasks which require either mastery of a range of sensory or physical techniques, concentration to co-ordinate different sense or precision in applying these sensory skills, or involve considerable physical effort

Work Environment – the role holder is required to understand variability in their working environment and its potential negative effect on the work process or health and safety of the individual or colleagues, determine the level of risk and appropriate response

Pastoral Care & Welfare – the role holder is required to show sensitivity to those who may need help or, in extreme cases, are showing signs of distress, initiate appropriate action by involving relevant people

Team Development – the role holder is required to advise or guide new starters working in the same role or unit on standard information or procedures. The role holder is required to train or guide others on specific tasks, issues or activities, give advice, guidance and feedback on the basis of their own knowledge or experience, deliver training

Teaching & Learning Support – the role holder is required to provide standard information or deliver teaching or training to introduce students or others who are new to the area to standard information or procedures

Knowledge & Experience – the role holder is required to apply working knowledge of theory & practice, sharing this knowledge with others as appropriate, demonstrate continuous specialist development by acquiring skills & competencies

Planning & Organising Resources - the role holder is required to plan, prioritise their own work or resources to achieve agreed objectives

Date Completed:

June 2019