**Product designer with an electronic bias – Cerebra Innovation Centre.**

The following Job Description and Statement of Role & Responsibility forms an integral part of this contract and may be amended from time to time to reflect changes, growth and development within the charity.

# Job Description and Statement of Role & Responsibility:

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| Reports to:  | Product Design Manager, CIC for day-to-day matters.Head of Research and Information for charity oversight.  |
| Main Purpose of Job: | Support the team in delivering the CIC service for families.  |

**Your guiding mission**

* To develop human potential through our children
* To focus on neurological health & well-being
* To attain recognition for Cerebra as a leading charity
* To spread understanding and tolerance of neurological conditions
* To spread understanding & tolerance of human difference

**Key elements of your job:**

1. General administration duties within CIC- packaging, postage etc.
2. Work on/contribute to bespoke design production jobs.
3. Arduino/Raspberry Pi programming.
4. Design for electronics.
5. Programme and run appropriate CNC (computer numerical control) machinery.
6. Operate 3D printers
7. Making products using CNC, 3D print, woodwork, fibreglass, carbon fibre, plastics, metals, finishing.
8. Support design team in making and finishing.
9. Manufacture the product to a high standard and meeting British Safety Standards according to guidance from team.
10. Assist in testing products.
11. General oversight of workshops; stock, clean-up, tools.
12. Loading/unloading deliveries- full sheets of up to 18mm ply.

**General Management**

1. Participate in regular supervision calls and meetings with line manager.
2. To adhere to the Cerebra Data Protection Policy at all times.
3. Take responsibility for own work, ensuring targets are met and quality is maintained at all times.
4. To undertake any other duties as reasonably required.