



## Job Description

<b>POST:</b>	Science Technician
<b>RESPONSIBLE TO:</b>	Head of Department
<b>SALARY:</b>	Scp 13-17 (Actual £13,092 - £14,170)
<b>LOCATION:</b>	Oasis Academy Mayfield
<b>WORKING PATTERN:</b>	25 hours can be flexible, 39 weeks (term time only)
<b>DISCLOSURE LEVEL:</b>	Enhanced

### JOB PURPOSE:

To ensure the provision of high-quality and timely services to support the delivery of the Science curriculum through the maintenance and organisation of teaching resources within Science.

### SPECIFIC RESPONSIBILITIES:

#### A. Preparation

1. To provide and prepare all equipment, chemicals and specimens for practical sessions and examinations including constructing, setting up and dismantling equipment as required by the Head of Science. This will include trialling new experiments, collecting and buying perishables required in lessons and ordering stationary.
2. To prepare other teaching aids to support teaching.

#### B. Support of staff and students

1. To advise teaching staff and students in the safe and proper use of equipment and materials.
2. To provide specialist resource support for projects or teaching activities to inform, support and engage all pupils.

#### C. Maintenance

1. Under the direction of the Head of Science, carry out minor repairs to equipment and replenish materials in a clean and well-organised environment.
2. To maintain the laboratories and equipment in a clean, safe and tidy condition at all times and assist with the storage and control of stock in accordance with health and safety guidance and school policies.
3. To provide care for the plants and livestock kept within the science department



To make up and ensure that standard solutions and other agents are maintained in the laboratory.

#### **D. Administration**

1. To maintain an inventory of equipment and materials.
2. To monitor use of equipment and maintain safe keeping.
3. To bring any foreseen shortfalls in stock levels or repairs needed to the attention of the Head of Science.
4. To develop a thorough understanding of Health and Safety procedures especially as they relate to work in a laboratory.

#### **E. Other Duties**

1. To be aware of issues regarding confidentiality and child protection and work accordingly with regard to Academy procedures.
2. To work in a co-operative and polite manner with all stakeholders and visitors to promote and enhance the reputation of the Academy.
3. To work with students within the framework of the school in a courteous, positive, caring and responsive manner.
4. To present oneself in a professional way that is consistent with the values and expectations of the Academy.
5. To be responsible for promoting and safeguarding the welfare of children and young persons.
6. To participate in the life of the Academy.
7. Other duties as can be reasonably expected by the Principal.

#### **F. Safeguarding children and young people**

Oasis is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

#### **OTHER:**

**The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.**

**The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.**



## Science Technician Person Specification

### Our Purpose

Oasis Academies exists to provide a rich and balanced educational environment which caters for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally. Our task is to serve our students as well as to provide a learning hub for the entire community. In this way we will raise aspirations, unlock potential and work to achieve excellence through encouraging a 'can do' culture which nurtures confident and competent people.

### Oasis Ethos

Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. Our work is motivated and inspired by the life, message and example of Christ, which shapes and guides every aspect of each of our schools. This is foundational to our belief that all people are created and loved by God as equal and unique beings, and to our commitment to model inclusion and compassion throughout all the aspects of the life and culture of each Academy community. For further information, please refer to the Education Charter document which accompanies this job description.

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>GCSE or equivalent in English Mathematics and Science grade C or above</li> </ul>	<ul style="list-style-type: none"> <li>Additional science qualification ie NVQ Lab Technicians in Education</li> </ul>
<b>Experience, Skills and Knowledge</b>	<ul style="list-style-type: none"> <li>Good communication skills</li> <li>Competent in ICT</li> <li>Knowledge of Health and Safety legislation, COSHH regulations and safe working practices in relation to the safe handling and storage of chemicals and use of hazardous equipment</li> </ul>	<ul style="list-style-type: none"> <li>Previous experience in a scientific technical role</li> <li>Relevant experience of working with children</li> <li>Experience in a secondary school setting Experience of working with a class teacher to plan learning activities and resources</li> </ul>
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>Relentlessly enthusiastic, reliable and committed</li> <li>Team player who is able to work collaboratively in a diverse team</li> </ul>	

	<ul style="list-style-type: none"><li>• Able to deal with people from a broad cross-section of backgrounds at all levels internally and externally</li><li>• Able to deal with people from a broad cross-section of backgrounds at all levels internally and externally</li><li>• Ability to remain discrete when privy to confidential information</li><li>• Commitment to safeguarding and promoting the welfare of children and young people.</li><li>• Willingness to undergo appropriate checks, including enhanced DBS checks.</li><li>• Motivation to work with children and young people.</li><li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people.</li><li>• Emotional resilience in working with challenging behaviours and</li></ul>	
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