**SCIENCE TECHNICIAN**

**FROM SUMMER TERM 2018**

Wetherby Senior School, a member of the Alpha Plus Group of Schools, was founded in 2015. There are currently around 225 boys between the ages of 11 and 16 on roll, spanning Year 7 to Year 11. The School’s size and reputation is growing rapidly and next year Hannah House will open only a short walk from the original building in Marylebone Village. Next year will also see the opening of our new Sixth Form Centre with purpose built accommodation for the boys.

At Wetherby Senior School we seek to employ highly professional teachers with the ability and commitment to enhance the life of this School and to work effectively and collaboratively with all members of the School community to further establish and develop the School. Our emphasis on educating the whole boy means that all members of staff, in due course, will be expected to contribute to the pastoral care of a group of students as a Tutor as well as contributing to the School’s co-curricular activities.

The School was founded to offer a progressive education in the heart of London. The School’s focus on providing an all-round education means that high standards are expected of the boys in all areas of school life. The School provides the boys with a broad educational experience, which includes Philosophy and Thinking Skills in the curriculum, to ensure that they are able to think critically and to problem solve but also to ensure they can be creative and collaborative in their approach, so that they develop a sense of social responsibility and respect for others.

Our location in the heart of London will open up exciting opportunities for teaching as the School has access to everything the City has to offer in terms of arts and culture, science and technology and business and commerce, giving our pupils the best preparation for adult life in an ever changing world.

**Job Specification**

Reporting to: Head of Science

These include:

1. **Support for Teachers:**

* Prepare experiments as directed by science teaching staff for lessons and clear away afterwards.
* Trial experiments in advance, in consultation with heads of department.
* Assist with experiments in the lesson as directed by the science teaching staff.
* Audit science equipment and manage ordering of equipment as required by department.
* Assist with general laboratory clear up.
* Provide clerical/administrative support throughout the department, e.g. photocopying, typing, filing, etc.
* In consultation with the Head of Science, type up risk assessments based on notes from teachers, and maintain the online risk assessment database.

1. **Support for Pupils**

* Supervise and support pupils ensuring their safety and access to learning in the science department.
* Establish good relationships with pupils, acting as a role model and being aware of, and responding appropriately to, individual needs.
* Promote the inclusion and acceptance of all pupils.

1. **Support for the School:**

* Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
* Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
* Contribute to the overall ethos/work/aims of the school.
* Appreciate and support the role of other professionals.
* Attend relevant meetings as required
* Attend Open Mornings and Evenings (as per the School Calendar), assisting with setting up and clearing away
* Participate in training and other learning activities and performance development as required.
* Accompany teaching staff and pupils on day trips and out of school activities as required.
* Set high standards in terms of dress, language and behaviour.
* Abide by the objectives and targets of the school, and follow the procedures and practices utilised in all aspects of the work, including computerised and manual systems and the maintenance of relevant records.
* Fulfil personal requirements where appropriate with regard to school policies and procedures, particularly safeguarding, health and safety, equal opportunities, customer care and promotion of the school’s core values.
* Note: This job description is indicative of the duties and responsibilities of the post but does not form part of any contract of employment. All jobs within the school evolve over time and their features vary from year to year.

1. **Qualifications:**

* Able to work constructively as part of a team, understanding classroom roles and responsibilities.
* Ability to relate well to children and adults.
* Appropriate knowledge of first aid.
* A good working knowledge of school science from KS3 upwards.
* Experience of working as a Science Technician in a senior school environment would be advantageous.
* Be willing to accept specific responsibilities within the department as determined in discussion with the Head of Science.

**Person Specification**

**Essential skills and attributes**

* Excellent communication and people skills
* Good personal presentation and organisation
* Reliable, honest, flexible and trustworthy
* Able to work in a busy environment with adults and children alike
* Friendly, enthusiastic and approachable
* Responsible and able to prioritise work-load
* A willingness to be flexible and manage change
* Experience of working as part of a team and able to manage workload independently
* ‘Can-do’ attitude/willing to help out
* A willingness to participate in school events

The appointment is term time only plus two weeks.

The salary for Science Technician is set according to the Salary Scale of the Alpha Plus Group. The DfES Pension scheme is available to all staff with QTS.

The Alpha Plus Group offers an attractive remuneration package.

Please submit applications through the [Alpha Plus Portal](https://isw.changeworknow.co.uk/alphaplusgroup/vms/e/careers/positions/bvF-Z6T7jlbAj2yz17s9Lv).

**Applications should reach the school no later than Monday 25th June at 9.00am and interviews will be held between 27th June and 3rd July.**

***Wetherby Senior School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.***

***Applicants will be required to undergo child protection screening appropriate to the post including check with past employers and the Disclosure and Barring Service (DBS).***