



CHRIST'S COLLEGE
FINCHLEY



Recruitment Pack

Science Technician

ADVANCE YOUR CAREER

At Christ's College Finchley we value our staff by providing a positive school climate. Our aim is to ensure a balanced, secure and healthy workplace where our teaching and support staff can flourish. We do this because we know that our staff are central to the success of our pupils.

Your passion for education will be evident along with essential qualities such as the ability to communicate effectively, the ability to listen and the ability to collaborate and work with others. You will have that unique skill of monitoring and inspiring our young people and in return we will provide you with every opportunity for a rewarding career.

Christ's College Finchley has a high-performing workforce and staff talent which is evident by the low levels of staff absences and turnover. Our staff wellbeing approach is a priority and, along with our focus on promoting from within, is central to our staff retention strategy. We place great emphasis on reviewing individual workloads and time pressures to ensure there are flexible work routines; workplace support and integration; individual and team recognition; and positive working relationships to maintain and improve the mental and physical wellbeing of our staff.

In the same way that we have high expectations of our pupils, we have high expectations of our staff but the benefits and rewards are multitudinous, from job satisfaction and career development to professional and lifestyle benefits.

CAREER, HEALTH AND WEALTH BENEFITS

In choosing to join us at Christ's College Finchley, you will be entitled to a range of benefits, designed to support you. We believe that staff can only discharge their responsibility for pupils if their own wellbeing is strong and therefore we prioritise reducing staff workload and fostering good wellbeing for all staff at CCF.

- Joining a welcoming team - we tend to describe CCF as Christ's College Family - with an environment where staff are encouraged to thrive and where senior leaders focus on strategies to ensure workloads are manageable, there is flexibility where possible and that staff are recognised for the excellent work they do.
- A school where teachers can teach because of strong behaviour systems and a recognition that teachers are the experts and therefore have autonomy, with no fads or 'non-negotiables'.
- A well-planned and personalised CPD programme to ensure we continue to improve year-on-year.
- Teaching staff have access to the Teachers' Pension Scheme with generous employer contributions and support staff are enrolled in the local government pension scheme.
- Annual on-site flu jab for all staff, including those not eligible for a free NHS flu jab.
- Free tea and coffee in our large staff room.
- A range of social events including summer barbeques and winter socials. Cake at Break takes place every Wednesday.
- On-site free parking.
- A scheduled calendar for staff, published in advance, with flexibility for events such as parents' evenings, which take place virtually, and a commitment to remaining under directed time.
- Trained Mental Health First Aiders.
- Eligible staff are entitled to an eye test and a contribution towards corrective glasses where they are required specifically for display screen equipment use.
- Membership of the Schools Advisory Service which provides access for staff to a range of benefits including: GP appointment, counselling, some operations, physiotherapy and menopause support.



“Pupils value the great level of care that the staff provide. They say that they experience an environment which develops their character, interests and passions.”

OFSTED 2020



An exciting opportunity has opened to join the well established and successful science department at Christ's College Finchley.

As a science technician in a school setting, you will play a crucial role in enhancing the educational experience for students. You will assist teachers and the senior science technician in preparing laboratory materials, maintaining equipment, and ensuring a safe and effective learning environment. Your responsibilities will include setting up experiments, managing inventory, and providing support during science lessons. This position is vital for fostering students' interest in science and ensuring they have access to high-quality resources for hands-on learning.

POST TITLE:	Science Technician
DEPARTMENT:	Science
SALARY/GRADE:	SCP 2-7, £27,345 - £29,346 FTE (term time only working, full/part time considered)
RESPONSIBLE FOR:	Preparing laboratory materials, maintaining equipment, and ensuring a safe and effective learning environment
RESPONSIBLE TO:	Senior Science Technician, Science Teachers, Senior Leadership Team

JOB DESCRIPTION

The postholder's responsibility for promoting and safeguarding the welfare of children and young people for whom they come into contact will be to adhere to and ensure compliance with the school's Safeguarding Policy at all times. If, in the course of carrying out the duties of the post, the postholder becomes aware of any actual or potential risks to the safety or welfare of children in the school they must report any concerns to the Designated Safeguarding Team.

This job description summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be changed from time to time at the discretion of the school in consultation with the postholder.

KEY OBJECTIVES/ACCOUNTABILITIES

The postholder will share, along with other members of the science department, the following responsibilities.

General Responsibilities

Work with other relevant teachers and support staff in:

- large scale preparation of experiments for Key Stage 3, Key Stage 4 and Key Stage 5 biology, physics and chemistry; preparing equipment and chemicals for lessons- from test tubes to state-of-the-art microscopes including all work for examinations;
- retrieving and clearing away equipment after use;
- maintaining a constant supply of laboratory materials;
- coordinating work in the laboratory to ensure efficient use is made of expensive pieces of equipment;
- ensuring that equipment is properly cleaned and that chemicals, and other materials, are appropriately stored;
- preparing of solutions;
- supporting the work of teachers in classes and laboratory sessions and giving technical advice;
- running trials of experiments prior to classes and then demonstrating techniques for experiments and classroom demonstrations;
- responsibility for health and safety in the labs;
- maintaining living cultures of plants, insects, bacteria and fungi;
- liaising with staff to discuss timetables, equipment requirements and work plans;
- assisting the senior science technician;
- maintaining electronic ordering system of the department;
- updating the educational material on the science notice boards;
- cataloging recordings and making them available when requested;
- undertake other such duties as are commensurate with the grade of the post as may be reasonably required.

Professional Behaviour

- Employees of Christ's College Finchley are expected to be courteous and co-operative towards colleagues and provide a welcoming environment for visitors and telephone callers.
- Be aware of, and comply with, policies and procedures relating to safeguarding, data protection, health and safety.
- To carry out duties in a friendly, helpful and professional manner.
- To have a flexible approach.
- Participate in training as required.
- Understand and comply with the Equal Opportunities Policy.

General

All staff are expected to adhere to Christ's College Finchley policies and procedures.

This school is committed to safeguarding and promoting the welfare of children and young people and requires all staff to share this commitment.

PERSON SPECIFICATION

Quality	Essential	Desirable
A degree or relevant qualification in a science field		X
Previous experience working in a laboratory setting, ideally in an educational provision		X
Familiar with the science curriculum		X
Certification in laboratory safety protocols and practices		X
Ability to manage multiple tasks efficiently and maintain accurate records	X	
Experience with lab equipment	X	
Able to calibrate and troubleshoot instruments as needed, or willing to be upskilled to do so	X	
Proficient in maintaining accurate logs for experiments, safety checks and equipment useage	X	
Collaborative attitude and ability to work well in a team-orientated environment	X	
Strong understanding of laboratory techniques, equipment and safety procedures	X	
Strong communication skills	X	
Able to maintain strict confidentiality	X	
Efficient and meticulous in organisation	X	
Commitment to the highest standards of child protection and safeguarding	X	

Early applications are encouraged: Christ's College Finchley reserves the right to close the advert before the advertised closing date

The Academy achieves some of the highest outcomes at GCSE of any comprehensive school in the country and ranked 288 in the country in The Times' Parent Power Best Schools list (2023-2024). Over 30% of all GCSE grades were 9-7 (A-A) this summer. 54% of all A Levels were graded at A*-B.*



FURTHER INFORMATION

Compulsory declarations of any convictions, cautions or reprimands, warnings or bindovers

It is the school's policy to require all applicants for employment to disclose any previous 'unspent' criminal convictions and any cautions which have not expired, or any pending prosecutions. In addition, the job you are applying for is exempt from the provisions of the Rehabilitations of Offenders Act 1974.

Online Searches

After shortlisting, Christ's College Finchley will conduct an online search as part of our due diligence and compliance with KCSIE. This may help identify any incidents or issues that have happened, and are publicly available online, which we may want to explore further with the applicant at interview.

References

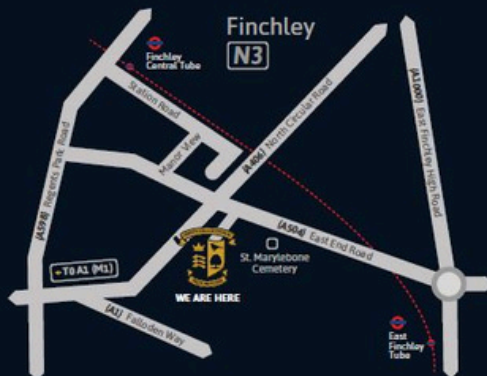
Referees will be asked about all disciplinary offences which may include those where a penalty is 'time expired' if related to children. Referees will also be asked whether you have been the subject of any child protection concerns, and if so, the outcome of any enquiry. References will not be accepted from relatives or from people writing solely in the capacity of friends.

It is normal practice to take up references on shortlisted candidates prior to interview. This is in line with the most recent version of Keeping Children Safe in Education statutory guidance.

Privacy Notice for Job Applicants

This can be found on the school's website.

Providing false information will result in the application being rejected or withdrawal of any offer of employment, or summary dismissal if in post and possible referral to the police. Candidates recommended for appointment will be required to provide a satisfactory Enhanced DBS certificate and complete a pre-employment medical questionnaire, and may be required to undergo a medical examination.



CHRIST'S COLLEGE
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Christ's College Finchley

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