

Science Technician

candidate information



WELCOME

Welcome to Ormiston Ilkeston Enterprise Academy and thank you for considering applying for this position, this is a school dedicated to achieving the highest standards of teaching and learning and we need good teachers and good people in order to achieve our aim.



At OIEA, we pride ourselves on our calm and purposeful atmosphere around the academy, with high standards for every aspect of academy life. Detentions are centralised and staff workload is carefully considered, we realise and appreciate that staff are our greatest resource.

We live and breathe our core values of Courage, Ambition, Respect and Excellence. We are relentlessly positive and passionately care about the community that we serve. We are looking for candidates that embody these values and help to develop the culture we wish to see.

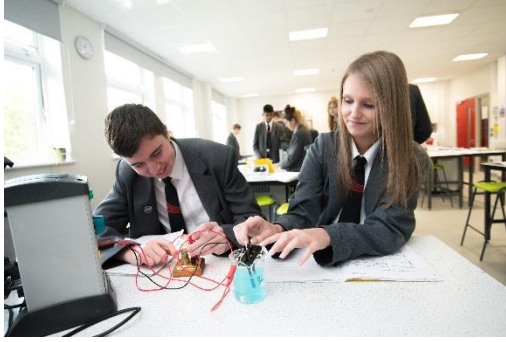
Ormiston Academies Trust (OAT) is the sponsor of Ormiston Ilkeston Enterprise Academy. OAT is a not for profit sponsor of both primary and secondary academies. Their vision is for all young people to have the highest academic, social and practical skills to allow them to lead a fulfilling life. They are determined to become the Trust that makes the biggest difference. Find out more on the [Ormiston Academies Trust](#) website.

The academy is easily accessible to the M1 (J25-26) and the A50 link to the M6. The major city centres of Derby and Nottingham are only 15 minutes' drive and Leicester, Sheffield and Birmingham are all within 45 minutes travel time.

Ilkeston is also on the doorstep of Shipley Country Park and only a short distance from the Peak District National Park. The local area is an attractive and pleasant place to live, Ilkeston people are renowned for their warmth and humour – it is a close and friendly community in which to work and live, come and be part of our family.

Put simply, it's a great place to come and work! I look forward to receiving your application

Mr Simon Leach
Principal



SCIENCE TECHNICIAN

SCALE: OAT Scale 2 Pts 3-5
£22,737 - £23,500 (pro-rata)
£20,058 - £20,731 actual salary

***37 hrs per week - 40 weeks per annum
(term time + one week)**

**8 am to 4 pm – Monday to Thursday and
8 am to 3.30 pm – Friday (30 mins lunch)**

** open for negotiation for the right candidate*

Required as soon as possible

If you are someone who is passionate about their job, enjoys working with young people and is determined to make a real difference to the children, then this could be the role for you.

We are looking for an enthusiastic Science Technician to join this forward-thinking academy. We are seeking to employ staff who have a thirst to develop young people and build teams committed to academic and pastoral success. This is a fantastic opportunity to play a key role in influencing positive learning outcomes for our students.

This is an exciting time to be joining our Academy. Our latest building houses the English, science and mathematics departments in state-of-the-art facilities. Our Academy is a vibrant and friendly place to teach, with 960 students currently on roll between 11-16 yrs.

Whilst the above hours/times of working are preferable we are willing to negotiate these for the right candidate. Please contact the academy to discuss.

Visit us online at <https://mynewterm.com/jobs/137109/EDV-2024-OIEA-53273> where you can find further information and details on how to apply. Please note that CVs are not accepted.

For an informal chat or to arrange a visit please contact Stephen Cross, Head of Science, on 0115 9303724 or by emailing scross@oiea.co.uk

Closing date: 10 am, Monday 15th April 2024

Interviews to be held: shortly after the closing date

Ormiston Ilkeston Enterprise Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The Academy's Child Protection and Safeguarding Policy can be found on our website: <https://www.oiea.co.uk/admin/wp-content/uploads/sites/21/2022/09/Child-Protection-and-Safeguarding-Policy-2022.pdf>

Suitability checks will be undertaken including two satisfactory references, medical clearance, Enhanced DBS check, including Children's Barred List, confirmation of qualifications, Prohibition Order or Interim Prohibition Order, verification of i.d. and of the Right to Work in the UK, Proof of NI Number.

Job Description

POST: Science Lab Technician



SCALE: OAT Scale 2 Pts 3-5
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HOURS: *37 hours per week, 40 weeks per annum (term time + one week)
8 am to 4 pm (30 mins lunch)
Monday – Thursday
8 am to 3.30 pm (30 mins lunch) Friday

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RESPONSIBLE TO: Each member of the technician support team is ultimately responsible to the Principal, but this responsibility is delegated to the Head of Science, (through the Senior Science Technician) as the identified line manager.

ROLE:

- The Science Technician's main role is to assist and support the teaching staff in improving the quality of learning in the faculty and raise student achievement
- The Science Technician is responsible for the effective day-to-day resource management of the laboratories.

FUNCTION:

In line with the agreed staffing structure, the Science Technician has three areas of responsibility:

- Responsibility to the Principal, delegated to the Head of Science (Senior Technician: Science Faculty).
- Responsibility for the smooth functioning of their work schedule and the provision of high-quality technician support to the Science Faculty.
- Responsibility for other specific duties/tasks assigned to the post.

Responsibility to the Principal

- To keep the Principal, through the Head of Science, as designated line manager, fully informed of all initiatives and developments undertaken and any issues regarding the smooth and efficient functioning of the role.
- To participate in the academy's annual staff review process (performance management).
- To assist the Senior Technician and Head of Department with special projects and/or general matters as, and when, requested.

Responsibility for the smooth functioning of the Laboratories and supporting science teachers with the learning process

- To implement all aspects of the Science Department Health and Safety Policy.
- To check, clean, organise and distribute apparatus, equipment and materials in the Science Department.
- To provide staff and students with Hazards and Risk Assessment Information as appropriate and required.
- To support the effective delivery of science practical's.
- To attend Science Technician briefing sessions and departmental

meetings as requested.

Responsibility for other specific tasks/duties assigned to the post

- To provide ICT support to both students and teachers in order to improve students' learning and progress.
- To look after animals and/or plants in the faculty.
- To maintain the Science Department Inventories.
- To undertake ICT duties and the production of learning resources for the faculty

TASKS:

Duties and Responsibilities – General

- To adhere to existing practices, methods, procedures, undertake relevant training and development activities and to respond positively to new and alternative systems.
- To participate in the Academy's performance management programme.
- It will be necessary to work with information technology and associated systems in accordance with Academy policies
- To co-operate with the Academy in complying with relevant health and safety legislation, policies and procedures in performance of the duties of the post.
- To carry out the duties and responsibilities of the post in compliance with the Academy's Equal Opportunities policies.
- To maintain confidentiality and observe Data Protection and associated guidelines where appropriate.
- To understand and comply with the Academy's environmental policies.
- To carry out any other duties which may be reasonably regarded as within the nature of the duties and responsibilities of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific terms.

This job description is current at the date shown, but in consultation with you may be changed to reflect or anticipate changes in the job, commensurate with the grade and job title.

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PERSON SPECIFICATION - Science Technician

SCALE: OAT Scale 2 Pts 3-5
£22,737 - £23,500 (pro-rata)
£20,058 - £20,731 actual salary



HOURS: *37 hours per week, 39 weeks per annum
8 am to 4 pm (30 mins lunch)
Monday – Thursday
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Essential Requirements	Method of Assessment A = Application I = interview
1. Experience/Qualifications/Training	
1. Good general standard of education 4 GCSE's or equivalent Grade A-C or equivalent to include English, Maths and Science.	A
2. Experience of working in a team and/or working with young people	A
3. Willingness to undertake further training relevant to the post	I
4. Good attendance and punctuality record	A&I
2. Abilities	
1. The ability to work effectively as a member of the Science Team.	I
2. The ability to understand safe working practices in school science laboratories.	I
3. Flexibility and willingness to adjust to the demands of workload within the overall conditions of service/job description	I
4. Some expertise in operating ICT systems essential for the smooth and efficient functioning of the science laboratories technician support.	A & I
5. The ability to relate to young people and command their respect	A & I
6. The ability to gain the confidence of teaching staff and support their work in the science laboratories.	I
7. The ability to organise and prioritise workload so that deadlines are met.	A & I
8. Excellent communication skills both written and verbal.	A & I
3. Specialised knowledge	
1. Some knowledge of the procedures and systems required for the successful organisation of school laboratories.	A & I
2. Some understanding of the basic practical requirements of the science curriculum	I
3. An interest in acquiring/developing knowledge of the Health and Safety procedures and practices required in school science laboratories.	I
4. Commitment	
1. Commitment to the school's values and principles statement	I
2. Commitment to developing the school as part of the community	I



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