Science Technician
Archbishop Holgate’s School

Required as soon as possible
Closing Date: Friday 27 September 2019 at 08:30
Interview Date: Week commencing 30 September 2019

We are looking for a Science Technician to coordinate the use of practical resources and facilities and provide assistance and advice in meeting the needs of the Science department in delivering the curriculum.

The successful candidate will benefit from joining a team of supportive and highly committed colleagues who are dedicated to ensuring that all our students have the best possible opportunities for the future.

Closing date: Friday 27 September, 8.30am
Interview date: w/c 30 September

Completed application forms should be posted or emailed to:

Head’s PA,
Archbishop Holgate’s School
Hull Road
York
YO10 5ZA

jsissons@archbishopholgates.org

<table>
<thead>
<tr>
<th>School</th>
<th>Archbishop Holgate’s School</th>
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<tbody>
<tr>
<td>Job Title</td>
<td>Science Technician</td>
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<tr>
<td>Reports to</td>
<td>Senior Science Technician</td>
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<tr>
<td>Grade</td>
<td>Grade 5: £19,875–£20,975</td>
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<td>Additional Information</td>
<td>This post is for 37 hours per week, Full Year</td>
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<tr>
<td>Working Week Pattern</td>
<td>8.00am to 4.00pm Monday to Thursday and 8.00am to 3.30pm on Friday. Daily lunch break of 30 minutes.</td>
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Archbishop Holgate’s School

Archbishop Holgate’s is a flourishing school signified by outstanding examination results, high quality teaching and learning, an inspiring curriculum complemented by sporting and musical achievements and a wide, varied programme of extra-curricular opportunities. We are a school committed to ensuring that our students develop in all ways and at the heart of all we do is a commitment to ‘Values, Care and Achievement’:

**Christian values that underpin all we do.**

**Outstanding pastoral care that sees each student as an individual.**

**Maximum achievement for all students, at all levels.**

The last five years have seen the school enjoy its best ever results at GCSE and Post 16.

At KS5 the sixth form has consistently performed in the top 10% of Post 16 providers. Previously the sixth form has topped the national league tables for the delivery of vocational qualifications and for the last two years the A Level performance placed the sixth form in the top 2% of post-16 providers nationally for student progress.

At KS4 the school consistently performs significantly above the national average, with the 2019 outcomes outstanding in all areas with a provisional Progress 8 figure of +0.74 that will likely place the school in the top 5% or better out of all schools nationally.

In April 2014 the Headteacher was invited to Downing Street to celebrate outstanding performance in State Education.

> “Evidence presented during this visit demonstrates that Archbishop Holgate’s remains an outstanding school, both in terms of its pastoral provision and academic progression pathways. The school is well led and as a result there is an atmosphere of continuous improvement that is shared across the senior team and means that priorities for improvement are accurately identified and actions taken are impactful and result in timely improvement.”

*(YCP – June 2017)*

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<table>
<thead>
<tr>
<th>Overall progress residual</th>
<th>+0.74</th>
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<tbody>
<tr>
<td>Maths progress residual</td>
<td>+0.33</td>
</tr>
<tr>
<td>English progress residual</td>
<td>+0.72</td>
</tr>
<tr>
<td>Ebacc progress residual</td>
<td>+0.82</td>
</tr>
<tr>
<td>Technical progress residual</td>
<td>+0.94</td>
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We have excellent students and a talented staff, colleagues who are committed to ensuring that the young people in our care achieve and succeed. Collectively, as a school community, we seek to nurture aspiration and promote excellence. We enrich our students in many different ways and when they leave Archbishop’s they do so as well rounded young people with the skills, qualities and relevant qualifications to help them shape their own futures and also to benefit the communities they serve.

As recently as October 2017 the school was delighted to once again be awarded outstanding judgements in all areas of the SIAMS Inspection.
Pathfinder Multi Academy Trust

We are an inclusive partnership of church and community schools underpinned by a shared vision, common values and a commitment to providing an outstanding and holistic education to all the young people we serve.

Collaborate
As a family of schools, we work collaboratively to celebrate and nurture both the similarities and distinctiveness of each school’s individual ethos and values.

Celebrate
We celebrate the uniqueness of all pupils, and through outstanding pastoral care, academic challenge and inspirational teaching we support each child to flourish and succeed.

Develop
We develop outstanding leadership at all levels that delivers maximum achievement whilst supporting and developing the vision and values that underpin all we do.

Thrive
We generate positive and challenging learning environments which allow staff to grow and thrive through excellent professional development.

Nurture
We nurture an ethos in which children learn by example and grow spiritually, morally and socially to understand the uniqueness and diversity of communities, faiths and cultures - locally, nationally and internationally.

Community
Partnering with the Church of England, other schools, educational institutions and the Pathfinder Teaching School to ensure we provide an outstanding education from pre-school to post 16.

“Your present circumstances don’t determine where you can go; they merely determine where you start.”
Job Description

Main Purpose of Job

Under the overall control of the Senior Science Technician, to co-ordinate the use of practical resources and facilities and provide assistance and advice in meeting the needs of the Science Department in delivering the curriculum.

Core Responsibilities, Tasks and Duties

• Provide assistance in practical science classes including carrying out demonstrations, preparing resources, making up solutions, assembling apparatus and providing technical advice to teachers, technicians and students.
  • Ensure health and safety procedures in the Science department are continually assessed, monitored and reviewed accordingly, including:
    * Provision of technical advice to teaching and technical support staff
    * Ensuring safe treatment and disposal of used materials, including hazardous substances
    * Caring for plants and / or animals
    * Checking fume cupboards, pressure vessels, Bunsen burner tubing and first-aid kits
    * Carrying out electrical and other safety checks as required
    * Responding to actual or potential hazards
    * Ensuring safe storage and accessibility of equipment and materials
    * Organising, storing and checking the condition of chemicals and equipment
  • Ensure appropriate systems are followed for the control of the science department’s practical resources including checking and ordering stock.
  • Ensure the Science department’s resources are maintained to the required standards by routine and non-routine cleaning, maintenance, calibration, testing and repairing of all equipment to the required standard
  • Keep up to date on First-Aid training and administer first-aid as required to pupils and staff both in the science department and elsewhere in school if required.
  • Contribute to and support the overall ethos, work and aims of the school.
  • Follow all school and MAT policies and procedures and be especially vigilant in relation to child protection and wider safeguarding issues.

Supervision/Management of People

No line management or performance development responsibilities. May be required to assist with the induction of new colleagues and with the provision of supervision for any Apprentice Science Technicians.

Creativity and Innovation

• Monitors and is responsive to changes in curriculum requirements, practical science developments and health and safety issues – offers advice and solutions when problems arise.
  • Communicates effectively with teachers, other professionals whenever the need arises.

Contacts and Relationships

Internal

• Assists in enabling pupils’ access to the planned science curriculum practical work.
  • Provides first-aid to staff and pupils as required.
  • Takes part in departmental or whole school meetings as required.
  • Works in collaboration with other staff daily.
Decisions – Discretion and consequences

- Recognises potential health and safety hazards and takes steps to ensure all systems and practices in the science department are safe and compliant.
- Ensures all waste materials are disposed of safely and the condition of chemicals is checked regularly to prevent

Resources

None

Work Environment

Work demands

- Required to provide wide ranging technical / practical support to teachers in laboratories and classrooms as well as carrying out practical tasks in science preparation rooms. Work may be subject to changes and interruptions.

Physical demands

- Deadlines for resources to be available for planned lessons in accordance with the timetable can require peaks of work activity. May have sustained periods of physical activity involving bending, lifting and walking.

Working conditions

- Work takes place in laboratories and science prep rooms; frequent exposure to potentially hazardous substances and equipment. Protective clothing and equipment is provided and must be worn at all times whilst working with materials, equipment or apparatus.

Work context

- Risk of verbal abuse and physical harm from a minority of pupils who behave aggressively.

Knowledge and Skills

- Excellent time management and organisational skills
- Good interpersonal and communication skills
- ICT capability – to use computerised systems.
- Experience of working as a Technician in a laboratory setting – school specific experience is desirable
- Up to date, working knowledge of health and safety requirements for a laboratory / prep room setting.
- Science education background – e.g. having studied one of the major sciences to A-Level or degree level would be very helpful
- Willing to follow the MAT and School’s policies and procedures, especially those relating to the child protection and wider safeguarding issues
- A team player with a "can-do" attitude - willing to work positively and co-operatively with other staff
- Good level of literacy and numeracy skills with the ability to work accurately and precisely.
- Ability to give clear, accurate and timely advice in relation to health and safety issues within the laboratory or prep room environment
- Qualified first aider and willing to administer first aid to staff and pupils in a school setting. Or willing to train to be one.

Position of Job in Organisation Structure

Head of Science
  ↓
Senior Science Technician
  ↓
Science Technicians

www.pathfindermat.co.uk
Benefits of working at Pathfinder

Pension Scheme
As an employee of Pathfinder MAT you are offered membership of either the Teachers’ Pension Scheme; or for support staff, the Local Government Pension Scheme. As well as employee’s paying contributions into the scheme (banded, based on earnings level) Pathfinder MAT also pays into the scheme on your behalf at the following rates (regardless of earnings):

**Support Staff Pension Scheme**
LGPS – Pathfinder MAT contributes an additional 19.9% of your salary.

**Teachers’ Pension Scheme**
Pathfinder MAT contributes an additional 16.48% of your salary.

For more information please visit: www.teacherspensions.co.uk  www.nypf.org.uk

Cycle to Work Scheme
For staff who wish to purchase a bike for the purpose of travelling to work this can be done via Cyclescheme. You purchase the bike you want via the scheme and Pathfinder MAT pays the initial cost upfront and then you pay for it directly from your salary on a monthly basis (12 months is the usual duration). The deductions for the Cyclescheme are taken from your gross pay each month so your taxable pay is lower than it otherwise would be.

For more information visit www.cyclescheme.co.uk

Continuing Professional Development (CPD)
Pathfinder Multi Academy Trust is committed to the Professional Development of all staff and we have a bespoke Career Pathways Programme to ensure that we recruit, develop and retain the very best colleagues

Employee Assistance Programme
Making sure everyone in Pathfinder Multi Academy Trust team gets the support they need whatever their worries, at home or at work. The 24/7 confidential Employee Assistance Programme offers specialist counselling and information meaning everyone has support at any time.

**What does it provide?**
The Employee Assistance Programme is available 24 hour a day, 365 days a year, is completely confidential and provides support by telephone or online from specialist call handlers and counsellors who understand the demands of working in education. It provides:

- Emotional support and counselling
- Specialist information on work-life balance
- Financial and legal information
- Management consultation to support those responsible for managing others
- Up to six sessions of face-to-face or telephone counselling
- Access to online Cognitive Behavioural Therapy (CBT)
- Information on local services such as elder care and childcare

The Education Support Partnership experts assess each call individually and decide what the best course of action for each caller is, whether that be counselling, online CBT or signposting to additional services.

**Education Support Partnership Grants**
A confidential grants service to help you manage your financial and money worries to get you back on track when you are struggling. If you are working in or retired from the education sector and are suffering financial problems caused by unemployment, ill health, sudden life events, bereavement or a personal injury the Education Support Partnership may be able to help you.

www.pathfindermat.co.uk