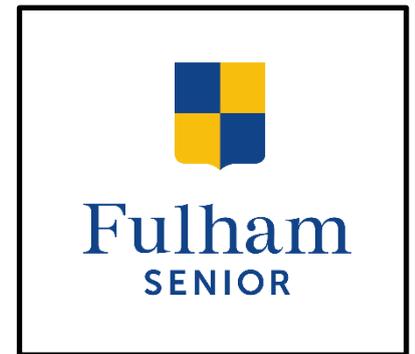


Job Description

Science Technician

Fulham Senior School

Line Manager/Reporting into:	Head of Science
Contract Type:	Full Time, Permanent
Start Date:	As soon as possible
Closing Date for Applications:	9am on Monday 10 October 2022



We are seeking to appoint an organised, enthusiastic, and experienced Science Technician to join Fulham Senior School.

Under the guidance of the Head of Science, the technician's role is to coordinate the use of practical resources and facilities and provide assistance, advice and expertise in meeting the practical needs of the science curriculum. This role will play an integral part of the school, making a significant contribution to the progress, welfare and safety of our children.

OUR SCHOOL

Every student at Fulham School can enjoy an outstanding education coupled with a family atmosphere, full of fun and consideration, where they are supported and encouraged to reach their full potential. We're known for the extremely strong secondary school preparation we provide our students, whether they stay with us or move on to another school.

Students receive the highest quality of education without the stress at Fulham.

At Fulham School we have two goals that drive all we do:

- To encourage the development of creative, problem-solving individuals with tenacity, kindness and secure self-worth.
- To provide the most distinctive, forward-thinking and outward-looking co-educational environment, where diverse abilities are recognised, celebrated and given fullest expression.

What makes Fulham School unique is the way we set about achieving these goals. Most schools share the best of intentions. We seek to put them into practice in new and innovative ways. Through our dedication and love of teaching, we offer a varied curriculum to ensure every pupil can achieve success.

Explore our website to learn more about our philosophy and how this is put into practise in each area of our school, from our Outstanding Ofsted rated Pre-Prep to Prep and Senior School. If you have any questions or would like to learn more, please get in touch. We would love to hear from you.

<https://www.fulham.school/>

“Inspiring Academic Excellence Across 5 Continents”

A definitive statement of excellence in private education, Inspired is a co-educational, non- denominational, independent school group designed to inspire students to achieve their maximum potential in a nurturing, progressive academic environment from ages 3 months to 18 yrs.

Inspired offers a fresh and contemporary approach to education by re-evaluating traditional teaching methods and curriculums, and creating a more dynamic, relevant and powerful model reflecting current attitudes. We nurture the unique individuality, talent and self-assurance of each student, equipping them to take on the world with the skills and confidence to ensure success.

Our current portfolio of 70+ schools currently operates across Europe, Asia-Pacific, Africa, the Middle East and Latin America, with quick ongoing expansion foreseen. The group has grown exponentially since its founding 7 years ago and offers a unique opportunity to join a connected global community obsessed with a dedication to excellence.

We take great care when selecting new colleagues to join Inspired Education and hand pick every single role. We believe true excellence in education is only achieved through an inspiring and passionate team with whom are dedicated to supporting our schools to recruit and retain students by sustaining engaging and inspiring learning environments through our 3 pillars of: Performing and Creative Arts; Academics and Sport.

Professionalism, responsive teaching, specialist knowledge, strong planning, excellent qualifications and an outstanding personal reputation, are just few of the core requirements we look for when recruiting Inspired teaching staff.

For more information about us, please visit [Inspired Schools - Premium Private Education \(inspirededu.com\)](http://inspirededu.com)

WHY APPLY

“Be at the forefront of International Education”

When you join Inspired, you don't just join a business. You become part of a unique global community of passionate professionals, with unrivalled access to extensive guidance, support and advice all focused on creating a culture of excellence in education.

WHAT WE OFFER

- The most collaborative environment, at every level, that you will find anywhere;
- Excellent resources;
- Excellent professional development within the Inspired group and a global network of over 70 schools to learn alongside;
- At the leading edge of independent school thinking;
- A culture of excellence;
- Network of opportunities;
- Competitive package;
- School's pension scheme;
- Staff at Fulham School may be eligible for school fee discounts of up to 50%, subject to their child(ren) meeting the entrance requirements;
- Free delicious lunch each day;
- Our campuses are located in the heart of Fulham and well-connected to public transport routes.

HOW TO APPLY

An application/information pack can be downloaded from <https://www.fulham.school/> or TES. Alternatively, for further details please contact vacancies@fulham.school

All applicants will be expected to provide:

- a supporting statement clearly outlining why they are interested in the position and school
- a completed application form with their details and history of education, employment, and achievements
- at least two referees from a recent/current appointment

NB: Applications may be considered whilst the post is being advertised. Fulham School reserves the right to close adverts earlier than the stated deadline. We advise early applications are submitted.

SAFEGUARDING STATEMENT

Inspired are committed to safeguarding and promoting the welfare of children and young people and if successful you are expected to share this commitment. The protection of our students' welfare is the responsibility of all staff and individuals are expected to conduct themselves in a way that reflects the principles and values of our organisation.

Any successful applications will also be required to undergo rigorous child protection screening including checks with past employers and an enhanced DBS check as well as completing any relevant safeguarding assessments.

VACCINATION STATUS

It is a condition of employment for all new staff to be vaccinated against Covid-19. You will be asked to provide visual proof of your status if you are offered a job with us. If you are unable to be vaccinated because of a relevant protected characteristic, then please discuss your situation with us in confidence during the interview process. Disclosure of vaccine status will be dealt with in accordance of the provisions within the GDPR Regulations.

EQUAL OPPORTUNITIES STATEMENT

Inspired Education is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, colour, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by law.

This policy applies to all employment practices within our organisation, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. Inspired makes hiring decisions based solely on the skills, experiences and attributes needed to continue to deliver excellence.

ROLE SUMMARY & JOB PURPOSE

Under the guidance of the Head of Science, the technician's role is to coordinate the use of practical resources and facilities and provide assistance, advice and expertise in meeting the practical needs of the science curriculum.

ROLE RESPONSIBILITIES

Main duties and responsibilities

- To assist and advise teaching staff on the preparation and layout in classrooms for practical exercises, running trials of experiments, demonstrations and helping students with learning activities as appropriate;
- To ensure equipment and materials prepared for lessons are to the specification of the teacher requisitions, including making up special equipment or modifying from existing equipment as necessary from instructions supplied by the Science teaching staff;
- In conjunction with the appropriate teachers to advise students on the safe and proper use of tools and equipment and on the correct and safe way to carry out learning activities. To also advise staff, as necessary, on Health and Safety issues and on the best way to carry out practical work, new ways of demonstrating experiments, new techniques or procedures available;
- To assist in the safety, repair and general maintenance of all resources, equipment and tools in conjunction with the Head of Science. To advise these on any maintenance or inspection needed by the equipment which is beyond postholder's competence;
- Ensure understanding of science syllabus and schemes of work in order to prepare for practical lessons adequately;
- To assist with stock keeping, using the computerised stock take database to include chemicals, equipment, textbooks, stationery, etc. and ensuring that appropriate levels of stock are maintained;
- To undertake safety checks as required and comply with the requirements of Health and Safety, COSHH and other relevant legislation and school documentation. This to include carrying out appropriate risk assessments for practical and technical activities;
- Ensure Implementation of health and safety regulations across the subject area;
- To assist in ensuring that all equipment and materials are stored safely and securely, ensuring that they are maintained in good condition, with clear records, and readily available for issue;
- To dispose of used chemicals/hazardous waste in a safe manner as well as ensuring that hygiene and health and safety standards are maintained in the laboratory and preparation areas;
- To undertake basic maintenance and cleaning of equipment and to organise its construction, cleaning, servicing and repair as required in accordance with manufacturer's instructions;
- Keep up to date with health and safety regulations and with developments in practical science, attending relevant courses and reading publications.

General Responsibilities

- To support other departments as required, such as Art and Music;
- Always uphold Fulham School's Child Protection and Safeguarding Policy;
- Understand and apply Keeping Children Safe in Education guidelines in all aspects of the recruitment process;
- Maintain high professional standards of attendance, punctuality, appearance and conduct;
- Adhere to all school policies and procedures;
- Maintain positive, courteous relations with pupils, parents and colleagues;
- Attend INSET days and staff briefings as required.

Person Specification

Outline of Key Abilities

You are asked to focus on demonstrating the extent to which you meet each of the selection criteria when writing your personal statement.

Candidates who are shortlisted for interview will also be required to demonstrate their ability to meet the criteria outlined on this Person Specification during the selection process, with the exception of their qualifications. These will be evidenced from the application form and your production of any original relevant certificates at interview.

Key

Person Specification:	E: Essential	D: Desirable
Demonstrated in one or more of the following:	A: Application Form	R: References
	I: Interview/selection process	

Qualifications

		E	D	A	R	I
1.	Educated to A Level or equivalent		✓	✓		
2.	Minimum GCSE or equivalent in English and Mathematics	✓		✓		

Knowledge & Understanding

		E	D	A	R	I
1.	Knowledge and understanding of health and safety practices and procedures	✓		✓		✓
2.	Good understanding of a range of chemicals and their properties		✓	✓		✓
3.	A commitment to professional development of self and others	✓		✓		✓

Skills

		E	D	A	R	I
1.	Evidence of high-level ICT skills including the use of spreadsheets	✓				✓
2.	Evidence of excellent communication skills – both written and verbal	✓		✓		✓
3.	Excellent interpersonal skills. Ability to work both collaboratively and independently.	✓		✓		✓
4.	Excellent organisational and administrative skills – ability to plan, prioritise and manage a varied workload	✓		✓		✓
5.	An understanding of the importance of the need for confidentiality	✓				✓

Experience

		E	D	A	R	I
1.	Experience of working as a science technician in a school or educational establishment	✓		✓		
2.	Experience of managing and being responsible for own workload		✓	✓		

Personal Attributes

		E	D	A	R	I
1.	Capacity to inspire, with a positive, pro-active 'can do' attitude	✓				✓
2.	Ability to engage and motivate others and work effectively and positively with young people	✓				✓
3.	Ability to listen effectively and be sensitive to others	✓				✓
4.	Ability to cope well under pressure and meet deadlines	✓				✓
5.	Recognition of the importance of personal responsibility for health and safety	✓				✓
6.	Demonstrable commitment to the safeguarding of pupils and child protection	✓				✓
7.	Demonstrable commitment to equal opportunities	✓				✓
8.	Commitment to the School's ethos, aims and whole community	✓				✓