



Ark Alexandra Academy

Science Technician

Reporting to:	Senior Science Technician
Location:	Ark Alexandra Academy
Contract:	Permanent
Working Pattern:	36 hours per week, term time only plus 1 extra week to be worked in the school holidays
Start date:	September 2023
Closing date:	9.00am, Tuesday 06 June 2023
Salary:	Ark Outside London Support Scale 5, points 5 - 12: £21,575 to £24,496 (pro rata)
Actual salary:	£18,950.37 - £21,516.03

*Applications will be reviewed as submitted therefore the school reserves the right to close this advert early and interviews may take place before the advertised closing date. **Applicants are strongly encouraged to apply early for this role to avoid disappointment.***

Ark Alexandra

Joining our school team is an excellent opportunity for a proactive person who wants to make a lasting difference to the communities they serve.

Ark Alexandra is a two-campus secondary academy with a Sixth Form provision in Hastings, East Sussex. We have our Helenswood campus situated on The Ridge, St Leonards on Sea for Years 7 & 8 students and our William Parker campus on Park Avenue, Hastings for Years 9 – 13.

As a Church of England school, our values of faith, excellence and kindness underpin our ethos, culture and behaviour. We have an inclusive admissions policy that welcomes, without preference, students of all faith and none. We believe that everyone deserves to be accepted, included, and empowered to live a purposeful and fulfilling life.

Our vision is to provide all members of our community with the opportunities to engage with 'life in all its fullness' (John 10:10). This will be achieved through the highest quality of education that a truly great school will provide. We are committed to striving for excellence and inspiring our students to fulfil their potential. Our faith underpins our aim for all students to have the widest possible life choices. By knowing every student, demonstrating kindness, we will inspire every member of Ark Alexandra to have a positive impact on the community around them.

How is Ark Alexandra different?

- We are part of the Ark family of schools and benefit accordingly from outstanding networking and career opportunities and first-class CPD.
- Staff wellbeing is one of our main priorities. We have a 6pm/weekend work-related communication curfew to ensure our staff can maintain a work/life balance. We do not do knee jerk reactions, fads or last-minute deadlines. Our systems and processes for communication, marking and feedback and assessment are streamlined and the approaches we take are research led and based on the needs of our local context.
- Behaviour for learning is always a high priority so our teachers can focus their time on the things that matter – planning and delivering brilliant lessons for our students.
- This is a strict no excuses, no mobile phone school.
- Our curriculum is traditional and academic, and we do not take shortcuts to boost our position in school league tables.
- We put high-quality teaching at the heart of what we do. Live coaching and current best practice in the field of education is central to our approach.
- We offer benefits such as Local Government Pension scheme with a generous employer contribution, subsidised gym membership, Cycle to Work scheme, Healthcare Cashplan, and Employee Assistance Programme or if you prefer retail therapy, staff discounts (online and in-store) via instant vouchers or reloadable gift cards from the Ark Rewards scheme.
- We offer a wide range of enrichment opportunities for our students that have excellent attendance and feedback.

If you are ready to add further value to our school by joining and supporting our dedicated Science department, you will find this job extremely rewarding.

Alignment with the school's vision, values and approach to education is essential.

The Role and the Department

This is a rare opportunity to join our hard-working, friendly and dedicated Science Technician team in our growing academy. This is a term time only position, which means you will only work 39 weeks of the year, plus one extra week in the school holidays in agreement with your line manager. Pay is spread evenly over the year so you would never have a month without money.

As a Science Technician you will be key in supporting the teaching of Science within the academy. You will work within the technician team to provide practical equipment and other resources, this will include:

- Providing equipment and materials as required by staff in order to assist them in the delivery of their lessons e.g., consumables for experimental work, equipment, worksheets etc.
- Prompt arrival of apparatus as requested by staff using the agreed request system.

- Preparation, maintenance and safe storage of apparatus. At times, to set up specialist equipment such that it is ready for the lesson,
- Prompt removal of used equipment in a safe, unobtrusive manner as workload permits.
- Organise the distribution of resources between prep rooms and science labs.
- Maintain the prep rooms in an organised and orderly manner so that apparatus and equipment can be sourced easily and safely

Our standards are high, and we need someone who can be a team player but also work independently, You must be self motivated, consistent, have superb attention to detail and organisational skills. You must be flexible when supporting other colleagues with the ability to be resilient, calm and professional under pressure. It is vital to be able to prioritise workload, keep to deadlines, and be computer literate.

For more information, please read the job description and person specification below.

About Ark Schools

Ark is a network of non-selective schools and run 39 academies in London, Birmingham, Hastings and Portsmouth educating more than 28,500 students.

Their aim is to create outstanding schools that give every student, regardless of their background, the opportunity to go to university or pursue the career of their choice.

To find out more about Ark Alexandra, please visit our website via www.arkalexandra.org

Closing Date: Tuesday 06 June 2023 at 9am.

Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.

Job Description: Science Technician

Reporting to:	Senior Science Technician
Location:	Ark Alexandra Academy
Contract:	Permanent
Working Pattern:	Full Time, Term Time plus 1 week
Salary:	Ark Support Scale 5: Pay Points 5 - 12, £19,650 - £22,571 per annum (pro rata)

The Role

As a Science Technician, you will support teachers in delivering high quality practical work, inspiring students and enabling them to develop a deeper understanding of science. You will also maintain excellent standards of Health and Safety in all areas of the department.

Key Responsibilities

Learning support

- Support teachers when planning and carrying out practical work, highlighting any health and safety causes for concern, following CLEAPSS guidelines
- Prepare and trial practical resources as per department schemes of work
- Prioritise practical requisitions, delivering, setting up and clearing away practicals
- Provide technical, safety and learning assistance in lessons, supporting students and staff
- To provide in-class support as requested by the Senior Science Technician or Head of Department.

Health & Safety

- Ensure all equipment is properly repaired, maintained and stored
- Ensure all chemicals are properly handled, maintained and stored
- Ensure the labs and safety equipment are properly maintained
- During term time, manage the care of animals and plants and long term experiments
- Procure biological consumables and other perishable items as necessary
- Run risk assessments related to normal working tasks carried out, including tasks in the preparation room
- Provide First Aid as required

Other

- Actively promote the safety and welfare of our children and young people
- Ensure compliance with Ark's data protection rules and procedures
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required
- Support with school activities, invigilation and enrichment, when required.

Notes

All new staff will be subject to a probation period of six months (which may, in certain circumstances, be extended by up to 10 weeks). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which he or she has been employed. It provides the school with the opportunity to monitor and review the performance of new staff in relation to various areas, and also in terms of their commitment to safeguarding and relationships with students.

No job description can be fully comprehensive, and from time to time the successful candidate may have to undertake other professional duties as directed by the Principal/Senior Leadership Team/Line Manager.

Person Specification: Science Technician

Qualifications

- Maths, English and Science GCSE or equivalent at grade C or above (or equiv).
- Health and Safety qualification or training or commitment to work towards
- First Aid qualification or training or commitment to work towards

Knowledge, Skills and Experience

- Experience of working in a laboratory in a school or other industry, desirable
- Experience, knowledge or a keen interest of key practical demonstrations that demonstrate key scientific concepts and engage students
- Knowledge of Health & Safety risk assessment
- Computer literate, Strong administrative and organisational skills
- Excellent communication and interpersonal skills with children and adults
- Able to deal with minor incidents including first aid

Behaviours

- Genuine passion for and a belief in the potential of every pupil
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and you understand how and when to take appropriate action.
- Belief that every student should have access to an excellent education regardless of background
- Professional outlook, detailed orientated and able to multi-task and meet deadlines
- A team player that can work collaboratively as well as using own initiative
- Helpful, positive, patient and caring nature
- Resilient, calm and professional under pressure
- Understanding of the importance of confidentiality and discretion
- Flexible attitude towards work and demonstrates sound judgement

Other

- Right to work in the UK
- Commitment to equality of opportunity and the safeguarding and welfare of all students
- Willingness to undertake training
- This post is subject to an enhanced DBS check

Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.

Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this [link](#).