

# Job Description

**Post Title:** Science Technician

**Establishment:** Outwood Academy Ormesby

**Grade:** Grade D 37 hours TTO plus 1 week

## **Overall purpose of the post**

Supporting teaching and learning in the Science Department on a day to day basis as directed by the Head of Department.

## **Responsibilities and accountabilities**

1. Organise apparatus and resources prior to lessons, including the construction, preparation and checking of any specialist equipment.
2. Assist with the duties of absent colleagues and ensure work left by absent teachers is delivered to the classroom as well as any other resources prior to the start of the lesson.
3. Oversee the storage and replacement of resources required for the delivery of Science.
4. Assist teaching staff as required in the demonstration of practical work.
5. Ensure the safety of equipment, laboratories and preparation areas. This includes:
  - Annual testing of science apparatus

14. Participate in appropriate meetings relevant to the above duties.
15. To comply with the school's Child Safeguarding Procedures, including regular liaison with the school's Designated Child Safeguarding Person over any safeguarding issues or concerns;
16. To comply with the school policies and procedures at all times.
17. To act as a First Aider at the Academy.
18. To act as Fire Warden and First Aider as directed by Principal.

Undertake other reasonable duties (with competence and experience) as requested in accordance with the