



Science Technician

We are looking to recruit an exceptional candidate for the role of Science Technician to join our growing team at Livingstone Academy Bournemouth.

Contract type: Permanent

Hours: 8:15am - 3:15pm (FTE: 0.752)

Salary: Grade D (points 5-6) £17,672 - £18,048 per annum

At Livingstone Academy, we are passionate about excellence in education, giving pupils the very best start in life with a firm belief that aspirational teaching transforms lives. Our core belief is that for all students to have high aspirations, they must believe in themselves (SELF WORTH), be actively engaged in their learning (ENGAGEMENT) and see the connection between what they learn today and who they want to become tomorrow (PURPOSE). Livingstone Academy is part of Aspirations Academies Trust, who sponsor primary and secondary academies located across the UK.

We are looking to appoint a highly motivated, creative and enthusiastic person to join our happy, successful and forward-thinking school. We need colleagues who are ready to think big, improvise and learn alongside students; people who will strive to reach students in a flexible, progressive environment, which breaks the traditional walls between school and the world outside.

We can offer the right candidate:

- happy, well-motivated and engaged children, who are keen to learn;
- an experienced, hardworking and supportive team;
- a fun, friendly and supportive staff;
- pupils with excellent attitudes to learning and outstanding behaviour;
- wide opportunities and specialist training for professional development within our Trust;
- a proactive approach to staff well-being, work-life balance and care for each person as an individual;
- an impressive new school building and stimulating learning environments.

If you:

- want to inspire future generations;
- have high expectations and a commitment to ensuring all children succeed;
- wish to work in a happy, friendly school with a positive attitude;
- work well in a team to support and learn from others;
- are able to bring energy and enthusiasm to the role.

Livingstone Academy and Aspirations are committed to children's safety and safeguarding; DBS disclosure requirements will apply to this post. View our Child Protection Policy on the school website. Aspirations Academies Trust and Livingstone Academy are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share and demonstrate this commitment.

The successful candidate will be required to demonstrate that they meet the essential elements of the person specification and will be subject to pre-employment checks including a health check, and Enhanced DBS check and satisfactory references.



**LIVINGSTONE ACADEMY
BOURNEMOUTH**
AN ASPIRATIONS ACADEMY

MADEIRA ROAD, BOURNEMOUTH, BH1 1QL

WWW.LIVINGSTONE-ASPIRATIONS.ORG
EMAIL: OFFICE@LIVINGSTONE-ASPIRATIONS.ORG

If you fit the qualifications above and are looking for a forward-thinking, innovative institution that embodies visionary leadership and embraces diversity, then LAB is the place for you!

Please do not hesitate to contact us. We would love to meet you and show you around our amazing Academy site. Please contact our office by email office@livingstone-aspirations.org, if you have any questions about this role.

I look forward to hearing from you and reading your application.

Kind regards,

Mrs Jennifer Warr
Acting Principal



Science Technician

Job Description

The Science Technician is directly accountable to the Head of Department, to contribute to the educational success of the Department within the overall framework of the Aspirations Academies strategic plan as well as the individual Livingstone Academy Bournemouth strategic plan.

The Science Technician is responsible for contributing to the effective day to day operation of the Science Department, whilst fully supporting the Head of Science to ensure an effective educational provision.

To provide specialist technical support to teaching staff within the designated work area and to ensure the safe and proper use and maintenance of resources and equipment. The specialist technical knowledge and skills will support a variety of teaching activities, including more advanced work with post-16 examination courses.

- To provide specialist assistance and support to teaching staff in the preparation and assembly of teaching resources, apparatus and equipment.
- Under the general direction of the Head of Department to take a lead role in the design, development and maintenance of any specialist equipment or other resources to support teaching and learning activities.
- To prepare and maintain classrooms, laboratories and workshops, and materials for use by staff and pupils ensuring that an orderly, safe and healthy environment is provided for teaching activities.
- To contribute as appropriate, by supervising and advising on the proper and safe use of materials for practical activities, including teacher directed support for individual pupils if appropriate and demonstrations.
- To maintain and undertake reasonable repairs to equipment and where practical to do so or arrange alternative servicing by approved contractors.
- To be responsible for the safe storage of equipment and materials and the disposal of waste products in accordance with the relevant regulations, guidelines and school procedures.
- To maintain appropriate records for the control and allocation of relevant equipment and resources.
- To undertake ordering and stock allocation activities and maintain appropriate records.
- To support teaching staff with the organisation and preparation of displays of subject materials or pupils' work.
- To ensure that Health and Safety requirements and other relevant regulations (e.g. COSHH) are adhered to and observed. This may involve undertaking regular checking procedures and risk assessments, as appropriate to the work area.
- To carry out administrative/clerical tasks as required.

Purpose:

- Provide operational and logistical support to the department
- Have a positive, professional 'can do' attitude, who believes fully in the academy vision that all students can succeed no matter what their starting point is
- Support the Head of department with logistics and operations
- Have a good understanding of the GCSE/A Level specifications that our students are studying



High Standards Maintenance:

- To help to implement Academy quality procedures and performance criteria and to adhere to those

Managing Effective Communications:

- Where appropriate, under guidance from the department heads, to communicate and cooperate with persons or bodies outside the Academy
- To follow agreed policies for communications in the Academy
- To take part in marketing and liaison activities such as Open Evenings, and liaison events with partner schools

Resource Management:

- To contribute to the process of the ordering and allocation of equipment and materials
- To assist the department to identify resource needs and to contribute to the efficient/effective use of physical resources
- To co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the Academy, subject area and the students

Student Support Duties:

- To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved
- To apply the Behaviour Management systems so that effective learning can take place

Other Duties:

- To continue personal development as agreed at appraisal
- To engage actively in the performance review process
- To address the appraisal targets set by the line manager each Autumn Term
- To play a full part in the life of the Academy community, to support its distinctive aim and ethos and to encourage staff and students to follow this example
- To actively promote the Academy's corporate policies
- To comply with the Academy's Health and Safety policy and undertake risk assessments as appropriate
- To show a record of excellent attendance and punctuality
- To adhere to the Academy's Dress Code
- Have regard for the need to safeguard students' wellbeing in accordance with statutory provisions

General:

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description



Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers

The Academy will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition

Conditions of Service

Governed by the National Agreement on Teachers Pay and Conditions, supplemented by local conditions as agreed by the AAT

Special Conditions of Service

Due to the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointed interview.

As this post allows substantial access to children, candidates are required to comply with departmental procedures in relation to police checks. If candidates are successful in their application, prior to taking up post, they will be required to give written permission to the Department to ascertain details from the Police regarding any convictions against them and, as appropriate, the nature of such conviction/s.

Equal Opportunity

The post holder will be expected to carry out all duties in the context of and in compliance with the academy's Equal Opportunities Policies.

This job description will be reviewed at regular intervals and is subject to change as the needs of the academy evolve.