



NOTRE DAME HIGH SCHOOL SHEFFIELD

Science Technician (0.8 FTE)

Applications will be considered from Technicians looking to work flexibly

About the Department:

The Science Department is located to the front of the main school building, its prominent position reflecting its high profile in the school. Four Technicians provide support for seventeen teachers working in accommodation which comprises thirteen laboratories, offices, a staff work room and prep rooms.

Each of the three Sciences operates under discrete leadership although there is strong cohesion across the whole department and Heads of Science meet regularly to discuss and plan strategic development.

All students study Science for three hours per week in Year 7 and 8. At Key Stage 3, students follow a recently revised curriculum tailored to better prepare our students for the increased rigorous demands of the new GCSE specifications. During Years 9 – 11, students study for either: AQA GCSE Biology, Chemistry and Physics, doing 6 hours per week; or AQA Combined Science: Trilogy, for 4 hours per week.

In the Sixth Form, the courses offered are A Levels in Physics, Chemistry and Biology. Chemistry follow the Salters scheme, Biology is AQA and Physics follows the Edexcel specification. All 3 Sciences attract increasingly large numbers of students at A Level.

About the technician's role:

The role of a technician varies from day to day and tasks include:

- Assisting with the distribution of chemicals, equipment and paper work within the Science Department.
- Preparing experiments, including making solutions and assembling apparatus.
- Ensuring that equipment is kept clean and in good condition and maintaining stock levels in laboratories.
- Trialling experiments and providing technical support to teachers.
- Carrying out minor repairs to equipment as instructed.
- Understanding and complying with current safety policies, including safety checks and carrying out risk assessments.
- Undertaking training, as necessary, in accordance with the school's planned programme and participate in appraisal arrangements.
- Maintaining work place, prep rooms, laboratories and storerooms to ensure they are tidy and functional.
- Administrative duties, mainly filing resources. Using Microsoft software to update technicians' notes for practicals.

About the school

Notre Dame is a Catholic school with a strong ethos at its heart. All staff are expected to uphold and contribute to the ethos of the school, which is what makes it a special place to work.

The ability and enthusiasm to contribute to extra-curricular activities in school will be an advantage.

Notre Dame High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This post has a high level of responsibility for safeguarding and promoting the welfare of children and young people.

Professional Development

At Notre Dame the ongoing professional development of all staff is a key priority. Our view is that we can always improve, not because we are not good enough but because we can be even better at what we do and that this in turn will ensure the very best outcomes for our students. We also aim to help staff to be ready for their 'next step' in their careers whatever that might be.

In order to achieve these aims we:

- Have an ethos of 'learning together' through joint practice development which is conducted in a supportive and developmental way. Staff are encouraged to take risks and use research and evidence based approaches to improve their classroom practice.
- Encourage staff to be reflective and take the lead in their own professional development so that their individual needs are met

The closing date for receipt of completed applications is: Thursday 5th September at 12 noon

Interview date: week commencing 9th September 2019

Notre Dame High School expects all candidates to familiarise themselves with our Safeguarding Policy which can be found on the school website at <http://www.notredame-high.co.uk/index.php/our-school/item/687-school-policies>

This post has a medium level of responsibility for safeguarding and promoting the welfare of children and young people.

Notre Dame High School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to complete an Enhanced DBS Check.