



<b>Employee:</b>	_____
<b>Job title / description:</b>	Science Technician
<b>Terms of Employment:</b>	Support Staff Collective Agreement
<b>Responsible to:</b>	Principal / designated teacher
<b>Working relationships:</b>	Classroom teachers, Suppliers
<b>Hourly Rate:</b>	Living Wage
<b>Hours:</b>	3 hours minimum per week. Term time only

## OVERALL EXPECTATION

To fulfil the requirements outlined in the Key Tasks in a way that reflects the school's Special Character

## KEY TASKS:

## GENERAL

### SPECIAL CHARACTER

- Be a role model of Special Character, in and outside the school community
- Actively seek ways to be part of and promote the special character of the school, authentically integrating faith and Christian living into all aspects of school life (Deuteronomy 6:6-8)
- Receive training in Special Character when required by principal

### GENERAL SCHOOL LIFE

- Support the Special Character, goals, objectives, and policies of the school
- Take part in appropriate professional development programmes
- Be part of the school appraisal system, undergoing annual assessment against the Special Character and Professional Standards
- Contribute to the wider life of the school
- Maintain confidentiality at all times
- Follow organisational practices of the school, for example, in relation to behaviour management/punctuality/absenteeism
- Share reasonably in tasks such as cleaning work spaces or dishes

## SCIENCE TECHNICIAN

### ORDERING, SUPPLY AND PREPARATION OF SCIENCE EQUIPMENT

- Liaise with Science Teachers as to their requirements for lessons
- Research prices and suppliers to determine the best value for money
- Supply the required materials and equipment for planned lessons
- Prepare materials and equipment for planned lessons

- Equipment cleaned and stored when required

#### ENSURING THAT THE CODE OF PRACTICE IS ADHERED TO

- Inventories of chemicals and equipment kept up to date once a year.
- Labelling of hazardous chemicals.
- Safe storage and delivery of chemicals.