

Physics Technician and Demonstrator

Purpose	To support the teaching and learning of Science with particular responsibility for Physics
Accountable to	Principally the Head of Physics.
Responsible for	The administration, organisation and provision of equipment and materials for the teaching of Physics, and where necessary the other sciences, and, on occasion, assisting with experimental work in lessons.
Context of the Role	Teaching and learning are the core activities of the school and all staff contribute to the success of the school by leading or supporting these activities.
Key Responsibilities	<ul style="list-style-type: none">• To ensure the overall efficient use of laboratory space and apparatus in the department concerned• To ensure apparatus is available as and when required by Teaching Staff. This is normally achieved by a written list of requirements from Teaching Staff on a weekly basis but flexibility is required from the technical staff to respond to the needs of pupils• To set up, test and demonstrate apparatus and experiments as required• Where appropriate, to make apparatus and test as required• To clean and maintain equipment in good working order• To act as a classroom assistant during practical activities as required • To help with minor administration tasks within the physics department• To assist in maintaining displays in laboratories and the science corridors• To keep records of any apparatus loaned out on the prepared departmental sheets and to check in the apparatus returned• To keep records of text book lists in conjunction with Teaching Staff• To keep a stock of stationery items for use in the laboratories• To check equipment stock, keeping records of where it is stored. Where appropriate, to arrange the purchase of equipment as directed by the Head of Physics and in coordination with the other science technicians.• To store and provide notebooks and digital sensors for the Science department.• To support the Head of Physics in managing the department's Ionising Radiation Sources by ensuring all records are up to date and appropriate tests are carried out. • To keep the laboratories and prep rooms tidy so that they are a safe and pleasant environment in which to work and study• To record any necessary repairs via the Maintenance Support Database• To suggest and make improvements to apparatus, laboratories or prep rooms• To keep manufacturers' information of relevant apparatus/materials

- To keep an up-to-date inventory of equipment
- To keep up to date with Health and Safety requirements, communicating with teachers and informing Head of Science of issues of concern.
- To proactively contribute to the development of the facilities and operation of the science and technology department
- To carry out other duties relating to the efficient running of the Science and Technology Department, as reasonably requested by the Heads of Subject, or Head of Science and Technology

Person Specification

- Numerate
- Well organised
- Good ICT skills for administration and willingness to learn ActivStudio
- Self motivated and resilient with the ability to multitask
- Good interpersonal skills
- Well developed sense of service and eye for quality
- Ability to act as part of a team and use initiative to achieve high quality service
- Sensitivity to young people and an understanding of the pressures on teaching staff
- Good general knowledge
- Background in A level sciences and/or engineering/technology ideally with a degree in a relevant subject
- Laboratory experience ideally with technician and/or demonstrator experience
- A willingness and commitment to training and professional development.

Standards of Performance

To be agreed through the annual appraisal system with the Head of Physics

Salary

By negotiation and dependent on skills, attributes and experience

Accommodation

This is a non-resident post

Hours

8:30 am – 4:30 pm week days

Breaks must be organised so as to ensure there is always technical cover available when pupils are being taught.

Working weeks

Term time plus Inset days and three weeks.