



# Person Specification

	<b>Role:</b>	LEAD SCIENCE TECHNICIAN
	<b>Salary Scale:</b>	SO1 - £34,842 to £35,771 - Term time plus 2 week salary (41 working weeks)
	<b>Updated:</b>	3rd June 2026

Descriptor	Requirement	Evidence
	D: Desirable E: Essential	A: Application I: Interview
<b>Qualifications/Training</b>		
GCSEs (or other equivalent qualifications) in English, Mathematics & Science	E	A
A Levels (or other equivalent qualifications) in Science subjects	E	A
Undergraduate Degree in relevant subject area(s)	D	A
Additional professional qualifications	D	A
Evidence of recent further professional development	D	A
<b>Professional Experience</b>		
Prior experience of working in a multicultural, comprehensive school	D	A
Prior experience of technician support in a school environment	E	A + I
Evidence of consistently excellent, reflective & responsive professional practice	E	A + I
Evidence of ongoing commitment to developing your own knowledge, skills and understanding as an educator, including good use of professional development	E	A + I
<b>Competencies, Knowledge &amp; Understanding</b>		
Knowledge of the KS3 and KS4 Science Curricula	E	A + I
Understanding of the importance of literacy, numeracy & oracy in all subjects	D	A + I
Commitment to supporting pupil participation in extracurricular opportunities	E	A + I
<b>Personal Qualities</b>		
Excellent communication, presentation and ICT skills	E	A + I
Resilient and determined to achieve goals	E	A + I
Ability to work under pressure and meet deadlines	E	A + I
Self-motivated with exceptional organisational and planning skills	E	A + I
Involvement in networking and sharing of best practice	D	A + I
Willingness to be flexible and take on additional duties as and when required	E	A + I
Strong commitment to, and support for, the ethos of the school	E	A + I
<b>Equal Opportunities Awareness</b>		

A commitment to equal opportunities, awareness of diversity issues and working in a positive and non-discriminatory way	E	A + I
A commitment to working in a multi-cultural environment and with pupils and staff from diverse backgrounds and abilities	E	A + I
A commitment to working in a flexible and collaborative manner with all members of the school community	E	A + I
<i>Child Protection &amp; Safeguarding Awareness</i>		
A strong understanding of child protection and safeguarding matters	E	A + I
A commitment to safeguarding and promoting the welfare of young people	E	A + I

# Job Description

	<b>Role:</b>	LEAD SCIENCE TECHNICIAN
	<b>Salary Scale:</b>	SO1 - £34,842 to £35,771 - Term time plus 2 week salary (41 working weeks)
	<b>Updated:</b>	3rd June 2026

<b>Line Manager:</b>	Head of Science
<b>Supervision:</b>	Science Technician

## Specific Duties & Responsibilities

In this role, you will be expected to:

- Lead on the effective management, organisation, preparation and maintenance of all Science laboratories, equipment, resources and technical support services, ensuring a safe, efficient and well-resourced learning environment.
- Provide professional, proactive and responsive technical support to teaching staff to facilitate outstanding teaching and learning across the Science Department.
- Demonstrate curiosity, enthusiasm and a passion for Science, promoting and fostering these values amongst pupils at Lister Community School.
- Comply with and uphold all policies, procedures and professional standards applicable to employees of both Lister Community School and the Newham Community Learning Trust.

## Main Duties & Responsibilities:

### Lead Science Technician responsibilities

#### Supporting teaching and learning

- To provide guidance and support to teachers and students on appropriate apparatus and techniques for practical activities.
- To demonstrate specialist techniques and provide opportunities for the refinement of practical techniques when requested.
- To support students in the classroom environment through the assistance of practical activities involving technical equipment
- To monitor, evaluate and improve practical operations to support the teaching and learning of practical science.
- To lead the practical requisition process and distribute equipment where appropriate.

#### Resourcing

- To conduct a full stock take and inspection of apparatus and services on a termly basis.
- To procure specialist apparatus and consumables as appropriate and manage their storage and maintenance for the curriculum.
- To assist with inventory of equipment and stock control to maintain a supply of equipment for teaching use.

### **Health, safety & discipline**

- To provide feedback on relevant health and safety information and to disseminate new information to the science team as necessary.
- To lead on the general maintenance of the Science labs, including the care of services, stores, equipment, drainage systems, and work surfaces, etc.
- To report necessary repairs in a timely fashion.
- To lead on the general maintenance of the prep rooms, ensuring they are maintained to an excellent standard and well organised to assist with efficient preparation of lessons and practical activities. To have oversight of Health and Safety in the prep rooms and labs.
- To conduct weekly checks of classroom environments, and resolve arising issues in a timely manner with the support of the premises and IT teams.
- To ensure the safe removal of hazardous substances.
- To support the Health and Safety training of staff in the department.

### **Management of staff**

- Line manage technicians and, where appropriate, other teachers e.g. induction.
- Contribute to the recruitment, selection, appointment and professional development of other technicians.

### **General technician responsibilities**

- To ensure timely preparation of specialist equipment/resources/materials for lessons
- to support the teaching and learning of practical techniques.
- To maintain specialist equipment, check for quality/safety and arrange for repairs/modifications to be carried out.
- To repair, maintain and store equipment to adhere to health and safety legislation.
- To create and maintain high quality, engaging displays in science laboratories and the science curriculum areas.
- To order and manage the receipt and checking deliveries to ensure accuracy from suppliers.
- To provide administrative support, e.g. making telephone enquiries, filing, etc
- To support the preparation of printed resources as directed by the Head of Department, including the requisitioning of internal cover resources.

### **Professional development**

- Participate in arrangements for the appraisal and review of their own performance and, where appropriate, that of technicians.
- Participate in arrangements for their own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

### **Working with colleagues and other professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- To undertake any other responsibilities as directed by the line manager/members of the Leadership Team.

PLEASE NOTE: Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Lister Community School reserves the right to alter the content of this Job Description, after consultation, to reflect changes to the job or services provided, without altering the general character or level of responsibility. These duties may be varied at the discretion of the Headteacher or Governing Body from time to time, to address the changing needs of the school and the development of the role.

**Equality and Diversity**

We are committed to and champion equality and diversity in all aspects of employment within the Newham Community Learning Trust. All employees are expected to understand and promote equality and diversity in the course of their work.

**Safeguarding Children**

Lister Community School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff & visitors to share this commitment. It is the post-holder's responsibility to promote and safeguard the welfare of children and young people with whom they have contact, and to adhere to and ensure compliance with the School's Safeguarding and Child Protection Policy at all times.

If, in the course of carrying out the duties of the post the post-holder becomes aware of any actual or potential risks to the safety or welfare of children they must record the details and take appropriate action, according to the nature of the concern, to safeguard the young person and inform the relevant staff within school, including the Designated Safeguarding Lead.