



**STOKE PARK**  
— SCHOOL —

# Science Technician

## Recruitment Pack





## BUILDING BRIGHTER FUTURES

Our story is one of moral purpose. We are a learning community where everyone works collaboratively to plan, spread expertise and tackle challenges together — always focused on putting the needs of our students first. Together we build brighter futures.

### Our Mission

We aim to make a difference by raising the horizons and ambitions of everyone who learns, works, and lives within our diverse communities.

### Our Values

The Trust is committed to building brighter futures. This commitment is underpinned by three core values:

- Student's first
- It's about learning
- No barriers

### Join Us

This is an exciting time to become part of The Futures Trust. Every role here is more than a job — it's real, impactful work that makes a meaningful difference in the lives of our students and their communities. We offer trust wide career paths and invest in outstanding opportunities for our staff to learn, grow, and truly change lives.



4

Primary Schools



6

Secondary Schools



9000+

Students



1300+

Staff



## Thank you for considering a career with The Futures Trust.

We are delighted to provide you with this recruitment pack, designed to offer all the information you need to embark on a rewarding journey with us.

# Ann-Marie Smith

Head of School



Stoke Park School is a thriving school that is committed to Building Brighter Futures for all of its students.

Every decision we make is about the young people we serve, their learning experience and their personal development. We are looking to expand our team of talented professionals who excel in their field to help us on the next phase of our exciting journey.

**We look forward to hearing from you.**



## ▼ Job Details

JOB TITLE	<b>SCIENCE TECHNICIAN</b>
OPPORTUNITY	<p>We are seeking to appoint an excellent Science Technician to join Stoke Park School. You will be part of a busy team supporting the Science Department. You will deliver an efficient and effective technician support service which adds value, facilitates the achievement of educational objectives and contributes to the provision of a safe and stimulating educational environment.</p>
REPORTING TO	Subject Leader – Science
LOCATION	Based at Stoke Park School with a requirement to travel to work at or for schools in the Trust.
SALARY / HOURS	<p>Grade 3 - £22,067 – £23,136 (pro rata) 37 hours per week, 39 weeks per annum</p>
BENEFITS ENHANCING WORKING LIVES	<ul style="list-style-type: none"> <li>- Competitive rates of pay</li> <li>- Professional development opportunities</li> <li>- Career pathways across the Trust</li> <li>- Teacher / Local Authority Pension Scheme</li> <li>- Online retail discount</li> <li>- Employee Assistance Programme</li> <li>- Family Friendly policies to support family &amp; carer commitments</li> <li>- Flexible Working Arrangements</li> </ul> <p><a href="http://www.thefuturetrust.org.uk/why-work-for-the-futures-trust">www.thefuturetrust.org.uk/why-work-for-the-futures-trust</a></p>



## ▼ Job Description

### **Job Purpose:**

To deliver an efficient and effective technician support service in the Science Department which adds value, facilitates the achievement of educational objectives and contributes to the provision of a safe and stimulating educational environment.

### **Duties and responsibilities:**

- Prepare and set up class experiments, demonstrations and apparatus/equipment including new technology applications.
- Prepare specimens and solutions for use in lessons, including caring for Departmental animals and plants as required.
- Assist with the safe and secure handling, storage and transportation of apparatus/equipment, specimens and chemicals in accordance with the department health and safety policy and CLEAPSS guidelines.
- Under the direction of Teaching Staff and/or the Senior Science Technician, provide assistance to pupils during lessons, field projects, after school clubs and/or site visits.
- Be trained as a qualified first aider and provide first aid as required.
- Provide support for tests, assessments and exhibitions as required.
- Clear and put away apparatus / equipment; disposing of waste laboratory materials including hazardous waste in accordance with department health and safety policy and CLEAPSS guidelines.
- Maintain apparatus/equipment ensuring that it is clean and safe for use, notifying the Senior Technician/Line Manager of any faulty equipment.
- Undertake simple construction, repair and maintenance of apparatus/equipment.
- Undertake daily shut down of laboratories and ancillary rooms, and be responsible for ensuring that laboratories are left in a suitable state to facilitate general cleaning by cleaners.
- Assist the Senior Technician in carrying out stock checks and maintenance of stock levels; keeping appropriate records and assisting in the initiation of orders.
- Keep appropriate records of safety checks and risk assessments as required.
- Make local purchases for the Department as required and keep records of any petty cash spent.

### **Line management**

- The job involves no direct responsibility for the supervision, direction or co-ordination of other employees. The work may involve demonstration of own duties, or providing advice and guidance to new employees or others.

### **Professional Development**

- Maintain personal professional development to ensure that the knowledge and skills required to fulfil the role of Science Technician are up to date.
- Understand and promote the aims of the School and the values of the Trust.



## Person Specification

AREAS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
<b>EDUCATION AND QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• GCSE's grade C or above</li> <li>• in English, Maths and Science or equivalent</li> <li>• Post 16 science qualification</li> </ul>	<ul style="list-style-type: none"> <li>• Qualified first aider or willing to be trained within 6 months of starting in post. Training will be provided.</li> <li>• Level 4 qualification</li> </ul>	Application Form Certificates
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"> <li>• Ability to liaise and communicate effectively with others by telephone or in person to obtain and provide information, give assistance and receive instruction.</li> <li>• Highly organised; able to prioritise and to remain calm under pressure and cope with interruptions.</li> <li>• Ability to work both independently and as a member of a team.</li> <li>• Able to work with adults and students.</li> <li>• Ability to follow instructions and guidelines, to recognise procedures and to operate in a safe systematic and methodical way.</li> <li>• Ability to adapt work and train in new technologies or new equipment</li> <li>• Ability to work in accordance with the School's safeguarding policies and procedures.</li> <li>• Able to consistently produce high quality work and maintain accurate records</li> </ul>		Application Form Interview Test

AREAS	ESSENTIAL CRITERIA	DESIRABLE CRITERIA	MEASURED BY
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Experience of using own initiative and problem solving.</li> <li>• A minimum of 12 months working in a role providing relevant experience.</li> <li>• Planning for the efficient and effective use of resources</li> </ul>	<ul style="list-style-type: none"> <li>• Working in an education environment</li> <li>• environment</li> </ul>	Application Form Interview
<b>KNOWLEDGE AND UNDERSTANDING</b>	<ul style="list-style-type: none"> <li>• Knowledge of equipment used in science laboratories</li> <li>• Working knowledge of Microsoft Office.</li> <li>• Knowledge and understanding of health &amp; safety issues and COSHH.</li> <li>• A basic understanding of the needs and characteristics of young people.</li> </ul>	<ul style="list-style-type: none"> <li>• How to administer first aid.</li> <li>• Knowledge of relevant CLEAPSS guidance.</li> </ul>	Application Form Interview Test
<b>OTHER REQUIREMENTS</b>	<ul style="list-style-type: none"> <li>• A professional role model who is committed to their own professional development and to developing others</li> <li>• Committed to and able to promote the aims of the school and the values of the Trust: Learners First, It's about Learning, No Barriers.</li> <li>• Values diversity and the unique contribution that every individual makes to the learning community</li> <li>• Demonstrates professionalism, loyalty and integrity</li> <li>• Able to work flexibly, and to attend meetings and INSET days as required</li> </ul>		Application Form Interview



## How to apply

Closing date:  
**12 July 2026**

Interviews:  
**To be confirmed**

If you wish to find out more about this role and a career within The Futures Trust please contact the Recruitment Team:

**tel: 02477 102134**

To apply for this post, please complete the online application form found at:

**[www.thefuturestrust.org.uk/work-with-us/current-vacancies](http://www.thefuturestrust.org.uk/work-with-us/current-vacancies)**

On application please read the following policies found at:

**[www.thefuturestrust.org.uk/work-with-us/recruitment-pack](http://www.thefuturestrust.org.uk/work-with-us/recruitment-pack)**

- Stoke Pak School Safeguarding & Child Protection Policy
- Safer Recruitment Policy
- Suitability Policy
- GDPR Privacy Notice for Applicants



**The Futures Trust are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share this commitment.**

The successful candidates for all positions will be subject to an enhanced DBS check and Social Media check.