



BOURNEMOUTH SCHOOL  
FOR GIRLS

# Senior Science Technician

## Bournemouth School for Girls





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Dear Applicant

Thank you for your interest in our role of Senior Science Technician.

We are seeking a senior technician to support and co-ordinate the technician team, working across our busy science department, delivering physics, biology and chemistry. This is a great opportunity for someone to lead a team but also an opportunity to enjoy the practical side of science, preparing and setting up experiments. Demand for science subjects at BSG is high and you will be supporting highly motivated girls to achieve their potential.

You will need to have a science related vocational or academic qualification, experience and practical competence in using science equipment, a good understanding of health and safety and good interpersonal skills. You will also have experience of leading a team or supervising others.

Bournemouth School for Girls is a girls' 11-18 selective academy which has the core aim of developing well rounded young people who, as well as achieving outstanding academic results, are ready to make a difference in the world. BSG was inspected in May 2024 and achieved an outstanding grading in all areas. The report commended the school for its high-quality education, exemplary behaviour and inclusive environment. Achievement is consistently high and BSG has maintained its position as one of the top state girls' schools in the country for both progress and achievement. A key aim is to be a great school to work and learn at.

Science is a key curriculum area for the school offering three separate sciences at GCSE and A-Level. The department has access to many labs and separate prep rooms, currently ongoing a programme of refurbishment and investment.

This information pack contains details of the post, terms and conditions and the school.

Applications need to be submitted on the Application Form for Support Staff which can be found on our website [www.bsg.bournemouth.sch.uk](http://www.bsg.bournemouth.sch.uk)

Applications may be submitted by post or by email to [lmckenzie@bsg.bournemouth.sch.uk](mailto:lmckenzie@bsg.bournemouth.sch.uk)

Deadline for submission of your application is Monday 26 January at 10am with interviews week commencing 2 February 2026. If you have not been called for interview by 2 February 2026, please assume you have been unsuccessful with your application and we thank you for your time and interest.

**Bournemouth School for Girls, Castle Gate Close, Castle Lane West, Bournemouth, BH8 9UJ.**

**Bournemouth School for Girls is committed to safeguarding and promoting the welfare of children and young people and expects staff and volunteers to share this commitment. Candidates should note that the school will carry out social media searches in line with the guidance in KCSIE 2023.**



# Job Description and Person Specification

**Post Title:** Senior Science Technician  
**Responsible to:** Head of Science  
**Responsible for:** 2 x F/T Technicians

## Core Purpose of the Role

To provide technical and administrative support to teaching staff in a designated subject area/department, including some in-class support with pupil activities.

The Senior Technician will also undertake supervisory responsibilities for and/or co-ordinate the work of other technicians employed in the relevant work area(s).

## Key Responsibilities

- Undertake the day-to-day supervision of/co-ordinate the work of other technician(s) employed in the relevant work area. This will include the organisation of duties and priorities in consultation with the Head of Department.
- Prepare and maintain classrooms, laboratories and workshops, and materials for use by staff and pupils ensuring that an orderly, safe and healthy environment is provided for teaching activities.
- Prepare and assemble teaching resources, apparatus and equipment for use by the teacher and pupils.
- Contribute to teaching sessions as appropriate by demonstrating, supervising or advising on the proper and safe use of materials and equipment for practical activities, including teacher directed support for individual pupils.
- Maintain and repair of equipment or arrangement of servicing by approved contractors.
- Be responsible for the safe storage of equipment and materials and the disposal of waste products in accordance with the relevant regulations, guidelines and school procedures.
- Maintain appropriate records for the control and allocation of relevant equipment and resources, including service schedules and inventories.
- Undertake and co-ordinate ordering and stock allocation activities and maintain appropriate records, including budgetary control.
- Assist with the issue and return of textbooks or other teaching aids and to devise and co-ordinate recording arrangements.
- Support teaching staff with the organisation and preparation of displays of subject materials or pupils' work.
- Ensure that Health and Safety requirements and other relevant regulations (e.g. COSHH) are adhered to and observed. This may involve undertaking regular checking procedures and risk assessments, as appropriate to the work area.



## Knowledge and Skills

A vocational or academic qualification in the relevant subject area at NVQ level 3 or above with previous practical experience in an appropriate work area.

**OR** Significant experience in a technician's role in a school, college or relevant environment with evidence of in-service training and development.

Experience and practical competence in the safe and proper use of any specialist equipment for which the postholder will have direct responsibility.

Awareness of relevant health and safety requirements. Good interpersonal skills and the ability to work co-operatively within the staff team.

Experience of leading a team or supervising the work of others.

## Supervision and Management

Under the overall direction of the Head of Department, the Senior Technician will co-ordinate work requirements with relevant teaching staff and make appropriate supervisory decisions on the allocation of duties and priorities for the technicians.

## Problem Solving and Creativity

Applying technical or specialist skills and knowledge to resolve any problems with the setting up or maintenance of equipment.

## Key Contacts and Relationships

Daily interaction with teaching staff, pupils and other support staff. Also contact with external suppliers and contractors, as required.

## Decision Making

Deciding when to intervene in pupil activities for instruction or safety purposes. Supervisory decisions regarding technicians' duties and training/support needs.

## Resources

- Use of a computer.
- Competent use and application of specialist equipment for the relevant subject area/department
- Protective clothing will be provided and must be worn at all times.
- The range of equipment used and number of workshops/laboratories etc will depend upon the particular school.

## Working Environment

- Duties will normally be undertaken within classrooms, laboratories or workshops in the school. There may be some use of chemicals or toxic materials and/or some use of power tools or other potentially harmful equipment in certain posts.
- Some lifting and movement of resources and equipment will be required, using trolleys where appropriate.



## School Ethos and Culture

- To continue personal development as agreed at appraisal reviews.
- To engage actively in the appraisal review process.
- To play a full part in the life of the Academy community; to support its distinctive aim and ethos and to encourage staff and students to follow this example.
- To carry out other reasonable tasks from time to time as directed.

## Salary and Benefits

This role is for 37 hours per week, term time only plus staff training days and 2 weeks holiday working, mainly during August. The role is offered on a permanent basis.

The post holder will be paid on Grade 8, £28,598 to £32,597 FTE (£26,442 to £30,140 actual) and for 48.21 weeks per year which includes annual leave allowance

Grade point incremental pay structure.

Local government defined benefit pension scheme.

Company funded health cashback plan and 24/7 on-line GP consultations (typically within 3 hours)

Access to salary sacrifice benefits such as cycle to work

Free use of highly equipped gym (conditions apply)

Free parking on site with electric car charging points at a staff preferential rate

## Terms and conditions

The post is subject to successful completion of 6 months' probationary period, satisfactory references, medical and DBS clearance.

As part of the recruitment process Bournemouth School for Girls will undertake social media checks in line with Keeping Children Safe in Education guidance.

