



# ST. CATHERINE'S COLLEGE

A CHURCH OF ENGLAND ACADEMY



SCIENCE TECHNICIAN - Single Status Grade 4 £24,404 - £24,790 pa pro rata  
25 hours per week - term time only + 1 week



## Thank you for your interest in joining our team at St Catherine's College.

We are delighted to have the opportunity to share the information for this role with you. We invite you to take a moment to explore our website at [www.stcatherines.college](http://www.stcatherines.college), to find out more about us. We hope you find these resources helpful, as you consider this exciting opportunity.

St Catherine's College is situated on the sunshine coast, beautifully set between miles of unspoilt coastline, part of the South Downs National Park, Beachy Head and 1066 country. Eastbourne is a wonderful place to live and work.

As a Church of England Academy and part of the Diocese of Chichester Academy Trust, we are unique in East Sussex. We are committed to putting our students at the heart of everything we do. We believe that by emphasising high standards and firm boundaries, all underpinned by our Christian vision and values, we create a safe and nurturing environment where students can thrive.

St Catherine's College prides itself on forging strong relationships with families, students and staff alike. We are always hugely oversubscribed as a result of the high standards and values we promote.



At St Catherine's College, we take great pride in our talented and highly motivated staff and students. Our team works tirelessly to provide the best possible learning experience, and we value the unique contributions of every member of our community.



We provide a welcoming and supportive environment for staff where we actively promote opportunities for personalised CPD. All our staff are precious to us; their health and wellbeing is of paramount importance and therefore we offer a highly subsidised membership to Benenden Private Medical Healthcare.

Our vision is to prepare our students to excel locally, nationally, and globally, to become independent learners and responsible citizens, and to embrace the challenges of an ever-changing world. We believe that education is not only about academic excellence, but also about nurturing the values, attitudes, and behaviours that enable individuals to learn to live together in a supportive, accepting, and compassionate manner.



We strive to empower every student, regardless of their background, to become an active participant in shaping their community and society. By focusing on life skills such as communication, collaboration, and self-motivation, we equip our students with the tools they need to become confident, aspirational, and resilient individuals.

We are delighted that you are considering applying for this post. We look forward to working together to enable our students to excel and flourish in their secondary education and beyond. As Jesus said, **'I have come that you may have life, and have it to the full' (John 10 v10b)**. We believe that by working together, we can help our students achieve their fullest potential.



Staff "set very high standards for students' behaviour. Students respect these expectations. As a result, behaviour is good in this school and classrooms are calm and purposeful." *Ofsted*

"There is powerful team camaraderie present in this school. Staff work very well together to help students fulfil their potential." *Ofsted*

## The Post

We are looking for an enthusiastic person to join our busy Science Department as soon as possible. You should be organized and methodical in your approach to work, willing to undertake training as necessary and possess an ability to communicate well with both young people and adults.

Full training will be given to the successful applicant, previous experience is not necessary.

This is a part time post for 25 hours per week school term time only plus one week.



### **The Benefits of Working at St Catherine's College Include:**

- Local Government Pension Scheme
- A friendly, supportive and caring staff team
- Very well-behaved students who are ambitious, hardworking, resilient, and responsible
- Highly visible, supportive senior leaders
- Excellent career development opportunities
- Subsidised membership to Benenden Private Medical Healthcare
- A fabulous, sociable staff room with complimentary tea and coffee
- Free flu vaccine
- A café that serves at breakfast, break and lunch, using freshly sourced ingredients
- Free parking

*"Students and adults thrive in this caring community that celebrates love at its core." (Inspection 2023)*

*"As a result of the rigorous routines used across the college, students are ready to learn and swiftly engage in lessons. This ensures that the atmosphere throughout the college in lessons and social time is calm, purposeful,*

# Job Description

**Post:** Science Technician

**Grade:** Single Status 4

**Actual salary:** £14,840

**Hours:** 25 hours per week - school term time only plus 1 week

**Responsible to:** Senior Science Technician

## Main Purpose

To provide technician support to the Science Department

## Main Duties and Responsibilities

- Prepare and assemble teaching resources, apparatus, materials, and equipment for use by staff and pupils in practical lessons and demonstrations.
- Prepare chemicals and solutions for school use following safe practice and storage in line with current regulations.
- Daily set out equipment and resources in preparation for lessons.
- Deliver and collect lesson equipment from science labs.
- Cleaning and clearing away materials and resources after lessons as required.
- Ensure the laboratory environments are suitably maintained and safe. Identify potential problems and report to the Senior Science Technician.
- Maintain and undertake basic repairs and annual checks to equipment where practical and safe to do.
- First Aid—be a qualified first aider, providing first aid to the Science Department and being on the first aid rota.
- Assist in the annual stocktake, cleaning and tidying of the chemical store.
- To be confident in dealing with general enquiries from pupils and staff.
- Maintain a tidy, safe and operational prep room.
- Assist the Senior Science Technician in the preparation of new resources as and when required.
- Be responsible for the safe storage of equipment and chemicals.
- To provide consistent and effective support in line with the requirements and responsibilities of your role.
- To take part in training activities to further your knowledge and skills.
- To abide by and work towards all the policies within the school e.g. Health & Safety.

This job description sets out the duties of the post at the time it was drawn up. The post holder may be required, from time to time, to undertake other duties within the college as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

# Person Specification

Attributes	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none"> <li>• Good general education, with GCSE's or equivalent in English and Maths</li> </ul>	
Knowledge and Understanding		<ul style="list-style-type: none"> <li>• Any relevant experience of working with children and young people</li> <li>• General knowledge of Science</li> </ul>
Experience		<ul style="list-style-type: none"> <li>• Experience of working in a school or college environment</li> <li>• Previous first aid experience</li> </ul>
Skills and Abilities	<ul style="list-style-type: none"> <li>• Ability to work on own initiative</li> <li>• Ability to work under pressure</li> <li>• Ability to carry out instructions precisely</li> <li>• Ability to prioritise workload</li> <li>• Ability to demonstrate developed interpersonal and communication skills</li> <li>• An ability to communicate well with people of all ages</li> <li>• Team player</li> </ul>	<ul style="list-style-type: none"> <li>• A willingness to learn new skills</li> </ul>

**Person Specification continued**

<b>Attributes</b>	<b>Essential</b>	<b>Desirable</b>
Personal Qualities	<ul style="list-style-type: none"><li>• Approachable</li><li>• Ability to work on own initiative</li><li>• Ability to work under pressure</li><li>• Is self motivated and hard working</li><li>• Possesses enthusiasm, stamina and energy</li><li>• Willingness to be a first aider</li><li>• Commitment to safeguarding and promoting the welfare of children and young people</li><li>• High standards and attention to detail</li><li>• To positively promote the college's aims and ethos</li><li>• Willingness to participate in further training and developmental opportunities</li><li>• Ability to maintain confidentiality on all school matters</li></ul>	<ul style="list-style-type: none"><li>• Excellent health and attendance record</li><li>• Interest in Science</li></ul>

# Your Application

Completed application forms and letters of application should be sent directly to the college addressed to [swindsor@stcatherines.college](mailto:swindsor@stcatherines.college)

The closing date for this post is 12 noon on **Tuesday 16 September 2025**

Please note that we reserve the right to consider applications as they arrive.

Please use the standard application form accompanied by a letter of application. We are unable to consider CVs in place of application forms unless you are a person with a disability and a CV is the most convenient method of applying. In your letter of application, you should clearly address the relevant sections of the Person Specification for this post and may find it helpful to use headings.

St Catherine's College is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work. The aims of our Safer Recruitment procedures are to help deter, reject, or identify people who might abuse children or are otherwise unsuited to working with them. An enhanced DBS check is required for all successful applicants. Prohibition and overseas checks will also be completed if necessary.

For more information about this position, to organise a tour of the College or to have a confidential discussion about the role, please contact Sandie Windsor, Head of Personnel, on 01323 465469.

