Supporting practical science, D&T and art

- in schools and colleges

CLEAPSS® Units 5&6 Chiltern Court, Asheridge Rd, Chesham, Bucks. HP5 2PX

Tel: 01895 251496

science@cleapss.org.uk
www.cleapss.org.uk

Director: Steve Jones

CLEAPSS Senior Adviser: Physics / Radiation Protection Advice service manager

Job specification **10th April 2024**

Post	Senior Adviser: Physics / Radiation Protection Advice service manager; at CLEAPSS.
Scale	Soulbury range 16 – 19 (£61,106 - £65,097) pro-rata.
Location	CLEAPSS. Units 5 & 6 Chiltern Court, Asheridge Rd, Chesham. Bucks. HP5 2PX.
Reporting to	The Director
Responsible for the work of	Oversee the work of the Physics badged trainers (currently 5) delivering CLEAPSS training courses Oversee the work of the team of Radiation Protection Advisers (currently 14) working within the CLEAPSS RPA service Work with the office manager to oversee the work of the administrative support for the RPA service.

Main activities and responsibilities

There are two part time posts which can be combined into one full time role. We are interested in receiving applications for either or both posts – please make it clear on your application which post(s) you wish to be considered for.

As a senior adviser – Physics (3 days per week – 2 days office based, one day flexible)

1 To develop CLEAPSS services and resources to support and encourage the use of high quality and effective practical work in school physics.

2 To respond to enquiries to the CLEAPSS ***Helpline,*** by telephone and email.

3 To develop and deliver training in aspects practical physics and associated health and safety for teachers, technicians and local authority officers. To address occasional meetings on the same or related issues.

4 To update and revise current CLEAPSS guidance on physics topics as well as produce new resources as appropriate, to keep CLEAPSS members, teachers, technicians, local authority officers, and others, informed and up-to-date.

5 To liaise with, and represent the interests of schools on various regional and national bodies (for example DFE, HSE, BSI).

6 To maintain links with other organisations working to support the teaching of practical physics in schools (eg IoP, ASE)

7 To evaluate equipment and resources and, where appropriate, to liaise with manufacturers and suppliers over the operation, safety, educational value and efficient functioning of equipment and other resources.

8 To carry out necessary research including reviewing publications to keep informed of legal and other developments relevant to the teaching of science specifically in physics related topics.

9 Work with the RPA Services manager to oversee the delivery of physics courses by the physics badged trainer team There are currently 5 trainers offering three courses

To include:

- Agreeing the content of the courses offered (online and face to face)
- Acting as the point of contact for physics queries raised by the trainers
- Liaise with the administration and courses teams to secure effective delivery of the physics courses

As the Radiation Protection Advice service manager. (2 days per week - office based)

1. To act as lead for the CLEAPSS Radiation Protection Advice Services

To include:

- Overseeing the work of the team of consultant Radiation Protection Advisers (14)
- Delivering training for Radiation Protection Officers from Local Authorities and other RPA service brokers
- Delivering training for Radiation Protection Supervisors from schools
- Working with the CLEAPSS administration team to monitor the membership and operation of the CLEAPSS RPA services

2. Work with the physics adviser to oversee the delivery of RPS and RPO courses by the physics badged trainer team. (There are currently 5 trainers offering three courses).

To include:

- Developing and agreeing the content of the courses offered (online and face to face)
- Acting as the point of contact for radiation protection advice queries raised by the trainers.
- Liaise with the administration and courses teams to secure effective delivery of the RPS & RPO courses