

KOROWAL SCHOOL

Position Description

Science Laboratory Assistant

Part-Time Position

We are a K-12 independent, secular, co-educational school with a stunning 17-acre bushland campus in the Blue Mountains. We value academic and creative pursuits equally and work together to ensure that respectful relationships are maintained. At Korowal, students are at the centre of our philosophy, practice and decision making.

Our mission is to empower & inspire learners to develop their unique strengths.

Terms and conditions of employment

The Lab Assistant will support the Science faculty in the delivery of high-quality teaching and learning. The Lab Assistant will undertake a range of support functions ensuring safe and well-maintained labs and preparation of practical science tasks, as well as ensuring the effective preparation and maintenance of equipment and materials in accordance with the School's compliance expectations and legislated WHS requirements. The Lab Assistant is responsible for ensuring materials and chemicals are prepared and disposed of safely.

This position is classified as a Classroom Support Services Level 3 and is a role of 12 hours per week, covered within the NSW Independent Schools (Professional and Operational Staff) CMEA.

Appointment

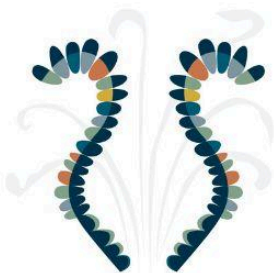
Commencing Term 2, 2026.

Responsible to

The Principal, Korowal School.

Staff at Korowal take care:

- To support committed, mutually respectful relationships between students and staff.
- To support a healthy, safe and welcoming school environment that is focused on sustainability.
- To work creatively and sensitively with colleagues, communicating clearly and openly to maintain good working relationships.



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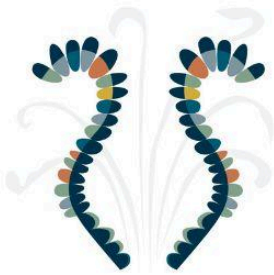
Responsibilities

- Be familiar with and understand the safe operation of science equipment.
- Preparation and setting up of science equipment and chemicals for classes.
- Support science teachers during practical lessons.
- Maintain safe and proper storage and labelling of materials and chemicals.
- Develop and implement safe practices for handling, storage and disposal of hazardous substances and biological waste.
- Ensuring that Safety Data Sheets and chemical registers are updated and maintained.
- Assist science teachers in preparation of risk assessments and development of appropriate control measures to ensure safe practices in the preparation of equipment and chemicals.
- Report any maintenance or safety concerns.
- Other duties as determined by the Principal from time to time,
- Upholding of our School's policies and procedures, particularly regarding Child Protection, Employee's Code of Conduct and WHS.

Selection Criteria *(these must be addressed in your application)*

The successful applicant will have:

1. Certificate III in Laboratory Skills.
2. Demonstrated previous experience in a science laboratory.
3. Demonstrated ability to work without supervision and in a team environment.
4. First Aid certificate or willingness to obtain
5. Strong time-management and organisational skills, with the ability to prioritise tasks and meet deadlines.
6. A current Working with Children Check registered number.
7. A willingness to uphold Korowal School's values and ethos



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Desirable Criteria:

1. Experience working in the education sector
2. Experience in WHS procedures

Submitting your application

Please ensure that you include all of the following:

1. Provide your CV with your application.
2. Supply the names and contact details (both day and evening) of two (2) referees.
3. Address all the Selection Criteria (above) in writing
4. Provide your current WWCC number

Korowal School is a child safe environment. Our School actively promotes the safety and wellbeing of all students, and all School staff are committed to protecting students from abuse or harm, in accordance with their legal and ethical obligations including child safe standards. The successful applicant for this position will be required to provide the School with a current Working with Children Check. (<https://ocg.nsw.gov.au/working-children-check>)

Expressions of Interest are to be submitted by **5pm Friday 27th March**.

Application may be addressed to the Principal, Cindy Barnsley and sent via email (please PDF all documents) to: jobs@korowal.nsw.edu.au. In the subject line please state '*Lab Assistant Application*'