

Application pack – Primary Science Mentor

We are seeking a full-time Primary Science Mentor to join our team of experts at the Primary Science Teaching Trust.

About the Primary Science Teaching Trust (PSTT)

PSTT is a registered charity with a clear vision – we want to see excellent teaching of science in every primary classroom in the UK. We believe it is vital that children are engaged and inspired by science from an early age. We want to draw on their natural curiosity to help them explore, understand and ask questions about the world around them.

We've built a Primary Science Teacher College of over 200 outstanding teachers; each helping to shape and influence science teaching across the UK. We produce great resources that improve how science is taught and planned. We organise engaging professional learning events for teachers, and work with partner organisations to further enhance how science is taught. Our [2023-28 strategy](#) is building on these strengths to reach more teachers across a more diverse range of schools.

We're dedicating our most intensive efforts to areas of the UK requiring most development in primary science. Our Priority Areas initiative is being piloted in 30 schools, and in September 2025 we plan to launch this programme in a further 30 schools. Our Regional Mentors have worked with more than 3,000 schools across England, with exceptionally positive feedback.

Job summary

There are two parts to the Primary Science Mentor role. The majority of the role will focus on strengthening primary science teaching and leadership by **leading our second Priority Areas initiative**. Through their knowledge of and passion for primary science education, the successful candidate will inspire transformational change in schools taking part in this project. They will build close working relationships with participating schools and create a vibrant and exciting learning community based on mutual support and the sharing of expertise.

The remaining hours in the role will be as a Regional Mentor: joining PSTT's growing team of **primary science experts who provide bespoke support** directly to individual schools, multi-academy trusts and other school groupings and organisations. This includes developing and delivering training in a variety of contexts, including online; working individually with Science Leaders; being a leading voice, expert and advocate for primary science (both regionally and nationally); and creating partnerships with other organisations that support science within the region.

A crucial part of the role is to ensure collection of appropriate data for both Priority Areas and Regional Mentor activities, so that we can **evaluate our work** against intended outcomes.

Key facts about this role

Salary	PSTT band E(ii): starting salary £49,149 <i>A cost-of-living increase will be applied on 1 September 2025; amount TBC.</i>
Pension and benefits	Employer pension scheme, sick pay and maternity/paternity/adoption pay as detailed in our pay and reward scheme
Location	Home based. Please note the geographical criteria on p.5.
Travel	The job requires extensive travel to schools within the Primary Science Mentor's working region, and sometimes beyond that region (including occasional meetings at PSTT's Bristol office). Expenses will be reimbursed.
Line manager	Director of Regional Programme
Start date	1 September 2025 <i>Potential for some work prior to 1 September to support with identification and recruitment of schools (to be discussed at interview).</i>
Contractual basis	2 years
Hours	35 hours per week (full time), usually worked between Monday-Friday. You may occasionally be required to work during evenings and weekends.
Annual leave	28 days (of which 3 must be taken during the Christmas closure period) plus public holidays

Job responsibilities

Priority Areas:

1. Support establishment of new Priority Areas projects in the agreed areas:
 - Work with Director of Regional Programme, headteachers and others as required to finalise participating schools' commitment and engagement with the project
 - Ensure that participating schools complete the initial baseline surveys
2. Drive the development of primary science in Priority Areas schools:
 - Develop CPD sessions that link to PSTT's Support Framework and are tailored to the needs of participating schools
 - Use survey data and teacher feedback to inform the support provided
 - Deliver planned core CPD sessions to teachers in all schools, whether collectively, in groups or individually
 - Support science leads to monitor and assess developments within their schools

- Provide further ongoing help and advice between planned CPD sessions: face-to-face, over Teams, email or phone
 - Support teachers within Priority Areas to share practice, network and collaborate
 - Help secure other sources of funding and support for Priority Areas from local or national STEM businesses and organisations
3. Work with other primary science partners in the Priority Areas or wider region, as appropriate for schools' needs.
 4. Assess Priority Area schools' requests for funding, and work with the PSTT finance department to keep accurate records of expenditure on project activities.

Priority Areas responsibilities will comprise approximately 75% of your working time over a year.

Regional Mentor activities:

5. Provide expert support to schools outside Priority Areas to develop their science provision:
 - Provide bespoke training, advice and guidance to science leaders and other teachers, drawing on PSTT's Support Framework
 - Teach model science lessons
 - Ensure guidance and support is based on best practice and high-quality resources
 - Maximise numbers supported by delivering to groups of schools where possible
6. Develop business opportunities at regional level:
 - Charge for all Regional Mentor services provided in line with PSTT's table of charges
 - Develop relationships with multi-academy trusts, teaching alliances, LEAs or other structures/providers, and maximise opportunities to provide them with services
 - Identify new revenue raising opportunities for PSTT and share these with the Director of Regional Programme and other Regional Mentors
7. Contribute to delivery of PSTT's wider programme of conferences, webinars and CPD.

For both areas of work:

8. Ensure appropriate data collection and monitoring against intended outcomes:
 - Ensure participating schools provide data required by PSTT to effectively monitor and evaluate our activities
 - Use PSTT's CRM database to manage interactions with schools
 - Work closely with Directors to further develop data collection approaches as needed
9. Promote nominations for PSTT's annual Primary Science Teacher Awards within the region.
10. Report to your manager on progress, identifying any areas for further development and improvement.
11. Take on any other responsibilities that your manager may reasonably delegate to you.

Person specification

	Criteria	Essential	Desirable
Knowledge and experience	Senior experience of teaching primary science in the UK, with a strong, up-to-date knowledge of curriculum, pedagogy, assessment and other aspects of teaching and learning	✓	
	Experience of supporting teachers to develop their practice	✓	
	Good knowledge of the specific areas where you will deliver the Priority Areas projects		✓
	Understanding of the importance of monitoring, evaluation and learning within programme delivery	✓	
	Experience of budget management		✓
Skills, abilities and attitude	Advanced skills in training and/or mentoring/coaching primary teachers	✓	
	A sensitive and supportive approach, able to empower teachers whose needs and settings may vary considerably	✓	
	Ability to influence whole-school practice, including successful engagement with senior leadership teams	✓	
	Willingness to critically evaluate and adapt or modify what you do	✓	
	Highly organised with excellent record keeping skills	✓	
	Strong written and spoken communication skills	✓	
	Commitment to equality, diversity and inclusion	✓	

Geographical criteria for applicants

- To apply for this post, you must be able to deliver the required work in **one** of the following regions of the UK:
 - East Midlands
 - North-East England
 - North-West England
 - South Wales Valleys
- The application form asks you to identify up to three specific geographic areas where, if appointed, you would propose to run PSTT's next Priority Areas projects. In total, these projects will aim to benefit 30 schools. The areas must fulfil certain criteria:
 - Each area will typically be the size of a large town, a portion of a large city, or a larger rural area. We will need to recruit around 10 primary schools in each area to participate in the project.
 - Participating schools will be those most in need of development in primary science, which have previously been less able to access science CPD for subject leaders and staff. As a rule of thumb, these are likely to be schools in areas facing disadvantage, measured by criteria such as a high allocation of Pupil Premium or Pupil Development Grant funding.

How to apply

- Please contact Tom Holloway, Director of Regional Programme (tom.holloway@pstt.org.uk), to arrange an informal discussion if:
 - You would like more information before deciding whether to apply; or
 - You would like confirmation of whether your proposed areas are eligible for the Priority Areas initiative.
- Complete the official job application form (available at www.pstt.org.uk/join-our-team-science-mentor/) and return this to info@pstt.org.uk by the deadline of **5.00pm, Monday 5 May 2025**. Please note that it is particularly important to complete the Supporting Statement as fully as possible. This section helps us to understand how you meet the key job criteria, and our shortlisting process will rely significantly on this statement. Please don't send a CV or other information, as these will not be considered when shortlisting.
- Please complete our Equal Opportunities Monitoring questionnaire at <https://forms.gle/WsrGxkXP44PPizXP7>. Completing the survey is optional but provides PSTT with valuable information about the diversity of applicants. It is anonymous and we will not consider it as part of the application process. Please **do not** send us a copy of the completed survey.

What will happen next?

- We will send an email acknowledgement to all applicants. If you do not receive an acknowledgement by 6 May 2025, please contact us. We are not responsible for applications that do not reach us, or that arrive after the deadline.
- We will assess the applications and select candidates for interview. If you are selected, we will contact you directly to arrange an interview. We anticipate holding interviews during the week beginning 12 May 2025.
- We will make a provisional offer of employment to our chosen candidate. We will then take up references and, if these are satisfactory, finalise the job offer. Please note that before we can confirm employment, we will require you to complete an enhanced DBS check to confirm that you can work with children.

We reserve the right not to make an appointment if we judge that none of the candidates meet the required standard.

Equality, diversity and inclusion

PSTT is committed to making equality, diversity and inclusion part of everything we do. We believe that our organisation benefits from having a diverse and inclusive workforce. We positively encourage applications from suitably qualified and eligible candidates from all backgrounds. If we can make any reasonable adjustments to support your application, please note this on the application form or contact us.

Use of personal data

PSTT understands the importance of personal data and takes responsibility for its security seriously. For the purpose of recruitment, PSTT considers it a legitimate interest to collect personal data and this will need to be shared with specific people within PSTT. This includes those involved in HR and interviewers (who may include independent advisors). We will not share your data with other third parties, unless your application for employment is successful and we make you an offer of employment. We will then share your data with former employers to obtain references for you. We hold personal data securely within Microsoft 365 and/or Beacon CRM and this may be transferred outside the UK and the EU only for the purpose of providing data backup. Data from unsuccessful candidates will be deleted a maximum of 1 year after the conclusion of the recruitment process.

To request a large print version of this pack, please contact
info@pstt.org.uk