



TITLE: Mobile Science Lab Teacher, MAEF

REPORTS TO: Elementary Education Director, MAEF

JOB SUMMARY: MAEF engages students by conducting experiments showing how agriculture impacts their lives. Mobile Science Lab Teachers educate PreK-5 (occasionally PreK-8) students in a climate-controlled, 40' classroom trailer which travels to different schools in Maryland each week. Individuals serving as mobile science lab teachers will teach in the lab on a scheduled and on-call basis. This is a part-time, per diem position without benefits.

ESSENTIAL DUTIES and RESPONSIBILITIES:

- Conduct instruction of MAEF lessons and experiments in the lab, guiding investigations with scientific process
- Manage the classroom environment
- Reset stations between scheduled classes, including light cleaning of countertops and cleaning of relevant materials
- Maintain inventory of lab supplies/materials and relay needs to Education Outreach Coordinator
- Purchase consumable experiment supplies (reimbursed expense)
- Maintain a positive experience with students, lab volunteers, and the school
- Ability to innovate and improvise when challenges arise

ADDITIONAL RESPONSIBILITIES:

- Dress appropriately for the classroom
- Perform general maintenance including cleaning of counters, floors, and supplies
- Repack and organize items for transport
- Submit mileage and reimbursement forms on a timely basis
- Perform other duties as assigned

EDUCATION/QUALIFICATIONS/SKILLS:

- Classroom teaching experience (2 or more years preferred)
- Current or past teaching certification
- Valid Maryland driver's license
- Ability to stand in the lab for long periods of time
- Ability to lift/carry up to 30 lbs.
- Background check

COMPENSATION:

- Will be compensated at a starting rate of \$127/day for both time teaching in the lab or time spent in training
 - Compensation rates will increase with years of experience to \$131/day for the 2nd – 3rd year and \$163/day for 4th year plus. Teachers must teach on the labs 6 weeks minimum during each school year to be eligible for the next level increase
- Mileage will be reimbursed at the federal mileage rate (subject to change) for any distance traveled round-trip from designated home address
- For overnight travel:
 - *Sunday Compensation:* Will receive \$100 compensation for Sunday (or day before) travel to hotel ahead of school's scheduled start date (in addition to mileage)
 - *Meals:* Will receive up to a \$35/day meal stipend for each day in the lab



- *Hotel:* Will be provided by MAEF. Stay will begin the day prior to the school's first scheduled workday. Check-out will be the last day of the school's scheduled time.
- *Emergency School Closing:* Will receive \$100/day for any emergency school closing. Applies only to teachers who are staying in a hotel during the time of emergency school closing. Early dismissals will be treated as full teaching days for which the normal wage rates apply.

This job description is intended to describe the major functions and characteristics of this job. It is not intended to describe all functions or responsibilities, which may be assigned to the incumbent employee. It is always within the employer's right to add to, delete from, or further modify this job description at any time. This document is not to be construed as an employment contract of any type. EOE.