**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 an exempt, on call/seasonal position with MAEF, and as such 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 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:**

* Staff will be compensated at a starting rate of $130/day for both time teaching in the lab or time spent in training.
  + Compensation rates will increase with years of experience to $135/day for the 3rd & 4th year, and by $5 each additional 2 years of completed service to a maximum of $165/day. Teachers must teach on the labs 6 weeks minimum during each school year to be eligible for the next level increase
* As we realize that the uniqueness of this position may require some time spent completing non-teaching tasks outside the instructional schedule for the week, an additional $35/week taught will be provided in compensation.
* Mileage will be reimbursed at the federal mileage rate (subject to change) for any distance traveled round-trip from designated home address

**TRAVEL COMPENSATION:**

* *Sunday Travel Compensation:* Will receive $100 compensation for Sunday (or day before) travel to hotel ahead of school’s scheduled start date (in addition to mileage)
* *Hotel:* Will be booked and provided by MAEF using the Choice Hotels system. 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 visit.
* *Meals:* Will receive ***UP TO*** a $38/day meal stipend for each day in the lab, with submitted receipts for approved expenses.
* *Emergency School Closing While Traveling:* Will receive $100/day for any emergency school closing. *\*\*This ONLY 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.*