

## **Instruction & Classroom Support Technician 1**

This position will work as part of an instructional team on campus, aboard UW vessels, and at Friday Harbor Laboratories completing duties in support of the College of the Environment GEODUC Scholars Program, a science, technology, engineering and math (STEM) bridge program for incoming transfer students.

Responsibilities included:

- Assists instructors with classroom/lab/field demonstrations; provides 1:1 attention to individual students
- Orders, receives, and maintains sufficient inventory of classroom/lab/field supplies and equipment
- Reserves and drives vehicles for field activities.
- Troubleshoots issues with classroom/lab/field supplies, equipment, software, and facilities (e.g., lost keys)
- Facilitates student team building and social activities, compiles feedback on these activities
- Prepares materials for use in classroom/lab/field activities (e.g., dissection trays)
- Records and catalogs student feedback on pre- and post-activity surveys
- Compiles data and supporting documents for annual grant reports
- Performs other classroom/lab/field support work as required

REQUIREMENTS:

- Pursuing Bachelor of Science in marine sciences or other related sciences.
- At least one quarter of experience in classroom/lab/field-based learning activities.

**Equivalent education/experience will substitute for all minimum qualifications except when there are legal requirements, such as a license/certification/registration.**

DESIRED:

- Experience with Microsoft Suite, Excel/spreadsheets
- Valid driver's license
- Familiarity with Friday Harbor Laboratories facilities

CONDITIONS OF EMPLOYMENT

- Ability to work early morning, evening, and weekend hours, as necessary, on short or limited notice.
- A valid driver's license is required.

- Ability to lift 20 pounds regularly and up to 40 pounds occasionally for field activity setup and tear down.
- Ability to stand 4 or more hours continuously.
- Ability to walk 4 or more hours continuously.