



SBAR K-12 Teaching Program Graduate Fellow Duties and Responsibilities 2019-2020

The duties and responsibilities of the SBAR Education Graduate Fellows are summarized below. Support of the research advisor is required for the listed duties (Graduate Advisors and Fellows sign an agreement).

1. Fellows are ambassadors of University of Arizona and New Mexico State University. As such, fellows are expected to dress in accordance with professional standards at the school, and interact in a respectful manner with partner teachers, school staff, and students.
2. Fellows are expected to meet all deadlines for project and information-gathering activities. When delays cannot be avoided, Fellows are expected to notify the SBAR Education staff and negotiate a new deadline.
3. Fellows at the University of Arizona are required to enroll in CHEE 597A (one-unit class held weekly) in the Fall of 2019, CHEE 597B in Spring 2020 (one-unit class held weekly). New Mexico State University Fellows are expected to participate in this course weekly via video conference. Fellows must also submit a monthly log based on their weekly teaching and research activities.
4. Fellows attend an intensive 2-week Summer Training – July 1-3 & July 9-13, 2019 at NMSU in Las Cruces, NM. Stipend, transportation, room and board for University of Arizona Fellows is provided by SBAR.
5. Each fellow will be partnered with a teacher at a selected school. Fellows are expected to work on SBAR K-12 activities for approximately **10 hours per week** (not including meetings or workshops). These hours must be fulfilled to receive fellowship funding. Due to this commitment, the fellow and graduate advisor must acknowledge that research productivity may decrease.
6. Fellows should be aware that a Teacher (or substitute teacher) must be present in the classroom whenever the Fellow is in the classroom. The Teacher will guide the Fellow's interactions with students in the classroom, and provide them constructive and timely feedback. Teachers are primarily responsible for all classroom discipline.
7. Fellows must comply with their respective school district's requirements on fingerprinting, security clearance, school ID Badges, district policies, reporting procedures, student behavioral policies, and additional policies per district.
8. Fellows must pass their University's Lab Safety Training prior to the Summer Training session.
9. The Teacher can expect the Fellow to assist with activities such as science fairs, field trips, and coordinating guest speakers.
10. Fellows will serve as visiting engineers and scientists and if time permits can be a resource for other staff and teachers at the school.
11. Fellows are required to write a final report of their SBAR Education teaching outcomes and experience at the end of the year. Fellows will present their teaching and research outcomes and experience at the end of the fellowship period.
12. The Fellows will complete and deliver assessment instruments and/or participate in interviews and focus groups as part of project evaluation.