

**Peoria County Farm Bureau
Ag Literacy Intern
2018 Job Description and Compensation**

Job Description: Create student learning material for 7 agriculture related topics to be used by educators in Peoria County 3rd - 6th Grade classrooms for the school year September 2018 - May 2019. Learning material should give students a foundation of understanding of products originating on farms and the processes involved in getting those products to consumers. Learning material will be inserted in a 3 Ring Binder organized by month (below) and provided to teachers, at the beginning of the school year, which have an interest in the Ag Literacy program. The 7 topics will be available by June 1.

3 Ring Binder:	<u>Month</u>	<u>Topic</u>
	1) September	
	2) October	
	3) November/December	
	4) January	
	5) February	
	6) March	
	7) April/May	

* Only one topic will be used for November/December and one topic for April/May due to Christmas/New Years and Spring Break.

Content of 3 Ring Binder: The material in the binders should be educational about the specific agriculture topic and focused on math and science learning standards for 3rd-6th grade students. Material for each of the 7 topics is limited to 15 pages (content may include fact sheets about the topic, instructions for experiments, educational games, etc.). Once completed, binder content should be provided to the Farm Bureau Manager, Patrick Kirchhofer. The material will then be provided to a printing company for the needed copies (estimating 225 copies for each 8 1/2" X 11" sheet). A 2017-'18 3-Ring Binder will be provided as an example.

Power Point: A Flash Drive power point (maximum of 20 slides) needs to be developed for each of the selected 7 topics. A video is not necessary due to the limit of technical equipment in the schools. The 2017-'18 Power Points will be provided as examples.

Check-in Meetings with Ag Coordinator: Summer intern will meet monthly with the Ag Literacy Coordinator at the Peoria County Farm Bureau building to track progress and receive feedback. Meetings will be held the first week of June, July, and August or as scheduled with the Ag Coordinator.

Compensation: \$1000 plus reimbursement for expenses (\$500 max.) associated with creating lesson plans (receipts/documentation required).

3 Ring Binder content and the 7 Power Point Presentations should be completed by **Aug. 15**. The \$1000 payment and reimbursement of material expenses will be paid upon completion of the project.