



LENGTH OF SERVICE

Joanna Johnson will serve as Adolescent Guide for the Meridian Micro Farm program, operated by Meridian Learning. The role includes participation in the Summer Stewardship Session beginning June 1, 2026. The summer schedule will be coordinated based on program needs and guide availability.

The 2026-2027 school year will begin Tuesday, September 8, 2026, and conclude Friday, May 28, 2027.

TERMS OF SERVICE

Ms. Johnson will perform the duties of Adolescent Guide for the Meridian Micro Farm program as outlined in the job description. This is a part-time, non-exempt employee position.

The role follows a school-year schedule with student hours typically running 9:00 am–2:45 pm Monday–Thursday. Field & Forest Fridays run 9:00 am–2:45 pm and are generally flexible depending on project work and program needs.

HOURLY RATE, HOLIDAYS, DRESS CODE AND PROFESSIONAL DEVELOPMENT

Ms. Johnson will be paid \$23/hour as Adolescent Guide. Pay is bi-weekly, and hours must be submitted via the Meridian timesheet portal. Lead guides may submit up to one hour of prep time for each day on site.

The position includes: one week of paid winter break, one week of paid spring break, five paid sick days per school year (not accrued or rolled over). When guides are unable to lead program days due to illness or other conflicts, notice should be provided as soon as possible. For planned absences, advance notice is expected. As Meridian Learning is a small organization, consistent guide presence is essential, and advance planning for absences is important.

Dress is casual but professional and appropriate for both indoor and outdoor, land-based work. This includes jeans in good condition and clothing suitable for working outdoors; athletic or lounge wear is not appropriate.

Professional development opportunities will be offered throughout the school year. Meridian Learning will cover the cost of local conference registration when applicable.

PROFESSIONAL BEHAVIOR

Guides are expected to communicate professionally and respectfully with students, families, and colleagues. Communication with enrolled families should take place through Meridian Learning email or approved communication platforms.

Conversations related to student behavior or family concerns should be handled confidentially and in a setting where students are not present. When questions arise, guides are expected to consult with the director.

Guides should notify Meridian Learning of anticipated changes in availability for the following school year by March 1. Ongoing communication with the director is expected to support program continuity. Please refer to the employee handbook for additional policy information.

SCHOOL DOCUMENTS AND MATERIALS

All materials created for Meridian programming, including lesson materials, written content, images, and video, are the property of Meridian Learning. Any shared files or documentation developed in the course of employment remain the property of Meridian Learning.

MISSION AND PHILOSOPHY

Guides will support the Meridian mission to advance meaningful learning through the empowerment of educators, children and families. The adolescent program is grounded in Montessori principles, emphasizing independence, responsibility, collaboration and real-world work.

By signing below, you acknowledge acceptance of this offer.

Signature

Date