**North Carolina School of Science and Mathematics**  
**Summer Programs and Academic Year Workshop Compensation Rates**

In order to establish uniformity in the compensation of Summer Programs and Academic Year Workshops provided by NCSSM, the following compensation rates have been developed for equity and consistency. The following compensation for each type of employment is to be used to determine compensation for faculty and staff, temporary employment, facility usage, and grant funding. Any request to deviate from these rates must be approved in advance by Human Resources.

<table>
<thead>
<tr>
<th>Compensation for Additional Employment—Faculty</th>
<th>Rate of Pay</th>
<th>Eligible for Prep Time Formula</th>
<th>Description</th>
</tr>
</thead>
</table>
| Curriculum Development and Planning           | $250/day    | - New Program: 60% of teaching days.  
- Existing Program: 40% of teaching days.  
- 8 day cap | - Prepare for a workshop, class, or student research.  
- Develop or revise curriculum.  
- Order supplies as needed.  
Note: Work is to be completed on non-contact days. |
| Teacher                                       | $350/day    | Yes                           | - Deliver instruction directly to students and/or adults.  
- Plan, order supplies, provide feedback, and monitor and evaluate progress as appropriate.  
- Respond to unanticipated events such as missed busses or health emergencies.  
- Provide discretionary extracurricular enrichment. |
| Teacher with Administrative Responsibilities   | $375/day    | Yes                           | - Includes teaching (as above).  
- Prepare budget/financial paperwork.  
- Perform marketing/promotional tasks.  
- Write summary report of program.  
- Recruit faculty for staffing as needed. |
| Teacher with Supervisory Responsibilities      | $400/day    | Yes                           | - Includes teaching/administrative responsibilities (as above).  
- Design program and procure funding.  
- Hire and supervise teachers and/or staff.  
- Exercise budgetary authority.  
- Evaluate the program. |
| Teaching Assistant                            | $175/day    | No                            | - Assist teacher in coordinating schedules, ordering supplies, etc.  
- Set up classrooms and projects.  
- Support instructor in executing the Class by knowing the subject and responding to student questions.  
- Responsible for teaching a class on one of the five day workshops  
- Plan and organize one field trip.  
- Plan and organize an additional experience such as a guest speaker |
<table>
<thead>
<tr>
<th>Student Compensation</th>
<th>Hourly Rate of Pay</th>
<th>Eligible for Prep Time Formula</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student/Lab Assistant</td>
<td>Hourly rate based on Temporary Employee hourly salary schedule</td>
<td>No</td>
<td>- Assist the Teacher/Teaching Assistant</td>
</tr>
<tr>
<td>Student Services-Summer Programs</td>
<td>Rate of Pay</td>
<td>Prep Time</td>
<td>Description</td>
</tr>
<tr>
<td>Online/Outreach Residential Coordinator (ORC)</td>
<td>$125.60/day ($15.70/hour) plus room and board</td>
<td>N/A</td>
<td>- Develop social, emotional, and cultural growth of online students - Develop activities to build community with NCSSM Online students virtually or at campus events - Provide social, emotional, cultural, or professional skills programming virtually or at campus events - Cultivate leadership in online students and develop opportunities for online students to build leadership skills - Support the development of clubs in the online program, and opportunities to serve in the campus Student Government - Oversee online program events - Provide student life services to online students - Assist online program staff with preparation and planning of various events</td>
</tr>
<tr>
<td>Lead Student Counselor</td>
<td>$100/day ($12.50/hour) plus room and board</td>
<td>N/A</td>
<td>- Junior/senior college students or recent college graduates - Assist with on duty coverage - Live on residence hall and help maintain a safe and respectful residential environment - Provide transportation for class room field trips, mentorship, and community programs - Develop and facilitate community programming as well as Wellness Activities - Supervise PEC activities - Assist with Orientation, Family Meetings, and Counselor training</td>
</tr>
<tr>
<td>Student Counselor</td>
<td>$75/day ($9.38/hour) plus room and board</td>
<td>N/A</td>
<td>- Current or recent NCSSM graduates and freshman/sophomore college students - Responsible for assisting with Orientation and Check-In</td>
</tr>
</tbody>
</table>

Note: Must have BA degree with experience in the field.
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<th>Role</th>
<th>Rate</th>
<th>Planning Rate of Pay</th>
<th>Responsibilities</th>
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| Student Life Instructor (SLI) | $125.60/day ($15.70/hour) plus room and board | N/A                  | - Assist teacher, lead counselors and student life instructors, as needed  
- Live on residence hall and help maintain a safe and respectful residential environment  
- Assist on field trips, campus programs, and hall housekeeping  
- Develop and facilitate teambuilding and community development activities  
- Current NCSSM SLI's or other Higher Education Professional  
- Implement duty schedule and on-call schedule  
- Develop, implement, and coordinate Community Programming  
- Serve as emergency on-call  
- Triage and liaison with medical providers for medical emergencies  
- Facilitate and uphold community expectations  
- Provide transportation and supervision for field trips and community programming, as needed  
- Develop and implement Wellness programming  
- Provide duty coverage  
- Mediate any necessary roommate or program member conflicts  
- Coordinate counselor training and regular counselor staff meetings  
- Coordinate Orientation and Check-In  
- Insure all rooms are prepared and coordinate room keys, access passes and necessary program information for families |
| Residential Educator         | $350/day ($43.75/hour) /four classes per day or combination of classes and alternative instruction | $250/day ($31.25/hour) | - Current NCSSM or NC Instructors, including RE201 Instructors  
- Develop classroom curriculum and activities  
- Instruct classes and academic activities  
- Attend and contribute to program schedule development  
- Provide individual and group support, as needed  
- Participate in program wide activities  
- Available to students outside the classroom. Communicate availability and encourage students to contact for assistance  
- Assist with Orientation and Family Meetings |
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| University, Corporate, or Federal Partner   | Determined by Grant Funding  | Determined by grant funding and capped at $500/day | - Specialized experts in an academic field.  
- Retained by NCSSM to implement federal/corporate grants. |

NOTES:

- Daily rate of pay is based on an 8 hour workday. If less than 8 hours is worked, pay is pro-rated
- Prep time formula:
  - For a new program being developed: 60% of teaching days (e.g., 3 days prep for a 5-day workshop, cap of 8 days)
  - For an existing program being conducted again: 40% of teaching days (e.g., 2 days prep for a 5-day workshop, cap of 8 days)
- These guidelines are designed to fit most academic needs. If these guidelines are felt to be misaligned for a given project/activity, the sponsoring person can “appeal with full justification” to follow different guidelines. Appeals should be directed to Human Resources, subject to approval of the Chancellor
- Do not include FICA when calculating hourly rate of pay

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