ST. VRAIN VALLEY SCHOOLS
academic excellence by design

JOB DESCRIPTION

Job Title:	**Technician, IC Bioscience Lab**	Salary Schedule:	**Classified**
Department:	**Innovation Center**	Pay Range:	**7**
FLSA Status:	**Non-exempt**	Work Calendar:	**248 days**
Revised Date:	**December 2025**	Hours Per Day:	**7**

SUMMARY:

The Bioscience Technician supports the Innovation Center's bioscience and environmental research programs by managing eDNA testing operations using a qPCR (Quantitative Polymerase Chain Reaction) system. This role bridges professional laboratory practice, applied research, and student learning by maintaining laboratory standards, overseeing equipment and calibrations, maintaining consumables, establishing testing procedures to fit the academic environment, building towards developing assays for novel species, and leading authentic client-based projects. Ultimately, this involves an entrepreneurial mindset while working directly with students. The technician ensures data integrity, lab safety, and operational excellence while mentoring high school students engaged in real-world bioscience experiences.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required and is not an exhaustive list of all duties required to carry out position responsibilities. Specific duties may vary depending upon location, or additional duties maybe assigned by the location. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Duty / Responsibility Description	Frequency Daily/Weekly/Monthly/Annually	% of Time
Laboratory Operations & Maintenance		
1. Operate, maintain, and calibrate qPCR, micropipettes, and other related laboratory equipment for eDNA analysis, including UV hood and aseptic environment.	Weekly	15%
2. Ensure quality control, contamination prevention, and adherence to lab safety protocols.	Weekly	15%
3. Manage inventory of reagents, consumables, and equipment maintenance schedule.	Monthly	5%
4. Maintain accurate records of tests, assays, and results in accordance with scientific and industry standards.	Weekly	10%
Research & Assay Development		
1. Design and validate new eDNA assays for the detection of novel or regionally significant species.	Monthly	3%
2. Collaborate with educators, scientists, and industry partners to ensure scientific accuracy and relevance.	Monthly	7%
3. Analyze and interpret eDNA data and assist in report generation for clients.	Weekly	10%
Client & Industry Collaboration		
1. Conduct eDNA testing services for external clients (industry, government, nonprofits).	Weekly	10%
2. Ensure timely, professional communication and delivery of client project results	Weekly	5%
3. Support business and workforce development goals through reliable, high-quality service.	Weekly	5%
Student Supervision & Fieldwork		
1. Mentor and supervise high school students conducting laboratory and field-based work.	Weekly	5%
2. Plan and lead field collection of environmental samples, following proper sampling protocols.	Seasonal	5%
Perform other duties as assigned.	ongoing	5%
	Total =	100%

EDUCATION AND RELATED WORK EXPERIENCE:

- Bachelor's degree in Biology, Environmental Science, Molecular Biology, or related field is preferred.
- Demonstrated experience with qPCR and eDNA workflows (sample extraction, assay design, data interpretation).
- Experience with field sampling protocols for eDNA collection preferred.
- Previous experience in a high school, higher education, or outreach lab environment.

LICENSES / CERTIFICATIONS / REGISTRATIONS / DOCUMENTATION:

- U.S. Citizenship and Immigration Services Employment Eligibility Verification (Form I-9)
- Criminal background check required for hire.

TECHNICAL SKILLS / KNOWLEDGE / ABILITIES:

- Knowledge of laboratory safety, contamination control, and quality assurance procedures.
- Strong organizational and communication skills, with experience mentoring or teaching youth or interns.
- Ability to work collaboratively with educators, students, and external partners.
- Demonstrated capacity to manage client-based projects or fee-for-service lab operations.
- Flexible scheduling to accommodate client and student project timelines.
- Must be able to lift and transport field/lab equipment up to 40 lbs.
- Laboratory and field environments; occasional outdoor fieldwork in variable conditions
- Interpersonal relations skills.
- Critical thinking and problem-solving skills.
- Ability to manage multiple priorities and tasks.
- Ability to work with students with diverse backgrounds and abilities.
- Ability to promote and follow Board of Education policies, Superintendent policies and building and department procedures.
- Ability to communicate, interact and work effectively and cooperatively with people from diverse ethnic and educational backgrounds.
- Ability to recognize the importance of safety in the workplace, follow safety rules, practice safe work habits, utilize appropriate safety equipment and report unsafe conditions to the appropriate administrator.
- Ability and willingness to adhere to attendance requirements and to follow district procedures for absence reporting. Regular attendance is an essential function of the position and necessary for the efficient operation of the business. Employees are expected to be on time and punctual for work, conforming to established work hours. It is recognized that there are times when a person must be absent due to illness or other reasons.

MATERIAL AND EQUIPMENT OPERATING KNOWLEDGE:

- Familiarity with bioinformatics or sequence analysis software.
- Operating knowledge of and experience with personal computers, peripherals and related technology equipment.
- Operating knowledges of and experience with business and productivity software applications and programs.
- Operating knowledge of and experience with general office equipment, telephone systems, copiers, printers, etc.

REPORTING AND SUPERVISORY RELATIONSHIPS:

	Position Title
Reports to:	• Director, STEM

	Position Title	# of employees
Direct Reports:	• This position has no direct supervisory responsibilities.	

PHYSICAL REQUIREMENT AND WORKING CONDITIONS: *The physical demands, work environment factors and mental functions described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

Physical Activities	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Stand			X	
Walk			X	
Sit			X	
Use hands to fingers, handle or feel				X
Reach with hands and arms			X	
Climb or balance		X		
Stoop, kneel, crouch or crawl		X		
Talk				X

Hear				X
Taste	X			
Smell	X			

Weight and Force Demands	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Up to 10 pounds			X	
Up to 25 pounds		X		
Up to 50 pounds		X		
Up to 100 pounds	X			
More than 100 pounds	X			

Mental Functions	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Compare			X	
Analyze			X	
Communicate				X
Copy				X
Coordinate			X	
Instruct		X		
Compute			X	
Synthesize			X	
Evaluate		X		
Interpersonal Skills				X
Compile			X	
Negotiate		X		

Work Environment	Amount of Time			
	None	Under 1/3	1/3 to 2/3	Over 2/3
Wet or humid conditions (non-weather)	X			
Work near moving mechanical parts	X			
Work in high, precarious places	X			
Fumes or airborne particles	X			
Toxic or caustic chemicals	X			
Outdoor weather conditions	X			
Extreme cold (non-weather)	X			
Extreme heat (non-weather)	X			
Risk of electrical shock	X			
Work with explosives	X			
Risk of radiation	X			
Vibration	X			

Vision Demands	Required
No special vision requirement	
Close vision (clear vision at 20 inches or less)	X
Distance vision (clear vision at 20 feet or more)	X
Color vision (ability to identify and distinguish colors)	
Peripheral vision	
Depth perception	X
Ability to adjust focus	X

Noise Level Exposure	Exposure Level
Very quiet	
Quiet	
Moderate	X
Loud	
Very loud	