



2026-2027 Work Study Position Description

3028 Lindbergh Ave. Bellingham, WA 98225 • (360)752-8351 • fax (360)752-7151 • FinAid@BTC.edu

Department: Aquaculture
Position Title: Hatchery Aide
Bellingham Technical College
Address: 3028 Lindbergh Ave. Bellingham, 98229

Supervisor: Kai Rick
Supervisor Contact: krick@btc.edu

Site Supervisor: Kai Rick
Site Supervisor Contact: krick@btc.edu

Schedule Guidelines:

- Work Study employees may not exceed the wages and hours referenced in the referral.
- 15-minute break per 3+ hr shift
- After consecutive 5hrs, ½-hour lunch required
- Hours must be submitted and approved by supervisor by payroll deadlines
- Employment subject to continued eligibility
- See referral for additional details

I. EDUCATIONAL BENEFITS TO BE DERIVED BY STUDENTS IN THIS JOB:

Student will learn additional skills in equipment operations and maintenance, gain additional experience with hatchery tasks, and have increased training in husbandry/culturing skills (fish, shellfish, algae).

II. SUMMARY OF JOB:

Assisting the Hatchery Operations Specialist in daily hatchery operations- including water flow/quality monitoring, pond maintenance, feeding animals, incubator repairs, outdoors ground maintenance, and storage/inventory upkeep. Our program operates two hatcheries that have high maintenance demands outside of normal classroom hours. The work-study student is an invaluable assistant for the daily tasks that are required to keep all the organisms fit and healthy.

Students outside of the program who wish to apply should have experience with the equipment below, and should demonstrate their knowledge of hatchery work on their application/resume. Training is provided but employees must purchase and wear the required personal protective gear (same as gear required for program courses).

III. MINIMUM QUALIFICATIONS:

Hatchery Aide is most typically a 1st year student and it is preferred that they be currently enrolled in Fisheries & Aquaculture Sciences courses, or have relevant experience in this field.

IV. AVAILABILITY REQUIREMENTS OR EXPECTATIONS:

Current enrollment in Fisheries & Aquaculture program preferred, plus have work eligibility before 8am or after 3pm on a regular basis; self-motivator; independent and reliable who can follow directions. Hours are flexible to some extent, but evening, weekend and break work will be required.

V. TYPICAL EQUIPMENT USED:

Power washers, water filters & pumps, pond equipment (net maintenance, brooming/cleaning, sumps and screens), tank culturing systems- flow through & recirculating, water quality monitors (temp, pH, salinity, DO, and more), see Additional Notes below for additional equipment used.

VI. PHYSICAL REQUIREMENTS:

Sitting:	X	Walking:	X	Bend at waist:	X	Climbing Ladders Stairs:	X
Standing:	X	Crawling:	X	Kneeling/squatting:	X	Reach above shoulder:	X
Pushing/pulling:	X	Lifting (up to 50 lbs.):	X	Carrying:	X	Repetitive arm/hand movements:	X

VII. ADDITIONAL NOTES:

Hatchery work also requires being outdoors and in inclement weather at times. Hatchery Aides are recommended to have their own transportation to commute between the two primary hatchery sites and other related field locations.

Typical Equipment Used, cont.: tank chillers and heaters, scales/weights for feeding and growth monitoring, glassware cleaning equipment, forklifts, and other systems/equipment for maintaining an operational hatchery.

*****SFR Office Use Only*****

Job Title: Teaching Aide Department: Aquaculture Rate of Pay: \$19.72/hour

Job Class Code: WS4419 Work Study Administrator: Joy Hicks, JHicks@BTC.Edu, 360-752-8460

Compensation & Work Schedule:

Effective 07.01.2026 the hourly pay rate is \$19.72.

Additional benefits include some paid sick leave in accordance with Washington State law and Initiative I-1433.

Sick leave is accrued at 1 hour for every 40 hours worked. Employee Assistance Program (EAP), a free counseling & referral program. Potential flexible schedule. No additional benefits.