

approved

STUDENT LABOR POSITION DESCRIPTION

Agriculture & Natural Resources

Most Recently Updated 04/05/99

Position Title: Student Laboratory Supervisor
Must work 15 hrs/wk.

I. Grade Level: 5

II. Description:

A. The following are the essential duties for a Laboratory Supervisor in the Agriculture and Natural Resources Department:

1. Train and supervise other students.
2. Work independently on assigned tasks.
3. Set up and perform lab experiments and demonstrations and student study sessions.
4. Ensure the safety of students and equipment in the lab.
5. Grade laboratory assignments.
6. Assist professors using laboratory in professional manner.
7. Maintain and operate the lab.
8. Perform other job-related duties as assigned.
9. See that the workplace and environments are clean.

B. The following are *possible additional* duties for this position:
None beyond those described as essential above.

III. Learning Opportunities:

A. Develop the attributes appropriate to Grade 5 positions: an understanding of departmental management; taking responsibility for the effectiveness of others; an awareness of departmental and institutional relationships; teaching and instruction techniques; and communication and interpersonal skills; and evaluation of workers and procedures.

- B.** Mentoring.
- C.** Problem solving.
- D.** Supervisory skills.
- E.** Laboratory techniques.
- F.** Teaching skills.
- G.** Laboratory maintenance.

IV. Basic Qualifications:

- A.** General: Aptitude for problem solving and student supervision.
- B.** Skill: Have learned skills by advancing through grades in department and specializing in laboratory skill area.
- C.** Physical: Mobile, able to lift 25 pounds.

D. Academic: ANR major or minor.

V. Desirable Qualifications:

none.

VI. Narrative Summary:

Student trained and supervised other students working in lab, as well as worked independently on assigned tasks. Student set up and performed laboratory experiments and student study sessions; ensured safety of lab users and equipment, and maintained and ran the lab. Student also assisted professors using the lab in classes and graded lab assignments.

