

STUDENT LABOR POSITION DESCRIPTION**Chemistry**

Most Recently Updated 8/23/2000

Position Title: Director of Laboratories
Must work 15 hrs/wk.

I. Grade Level: 5**II. Description:**

A. The following are the essential duties for a Director of Laboratories in the Chemistry Department:

1. Must be able to perform all of the duties of a Teaching Assistant
2. Must be able to work with the labor supervisor to develop labor schedules and make improvements in the department
3. Must be able to supervise and organize the work of the teaching assistants
4. Performs other job-related duties as assigned.

B. The following are possible additional duties for this position:

1. Developing new laboratory exercises.
2. Research
3. See that the workplace and environs are clean.

III. Learning Opportunities:

- A. Put chemistry skills to practical use
- B. Review & enhance your knowledge of chemistry
- C. Improve communication skills

IV. Basic Qualifications:

- A. General: Major in Chemistry; time to work 15 hours
- B. Skill: Must be able to communicate with other students and professors
- C. Physical: Must be able to do routine janitorial work
- D. Academic: Senior Level

V. Desirable Qualifications:

- A. Must be able to deal constructively with others in problem situations.
- B. Must be able to work with the faculty labor supervisor.

VI. Narrative Summary:

The Director of Laboratories was the top position in the Chemistry Department's Labor Program. This senior student demonstrated a superior ability in the classroom and as a teaching assistant in the department. The director supervised the work of the teaching assistants and was the immediate assistant to the faculty labor supervisor.