

approved

STUDENT LABOR POSITION DESCRIPTION

Psychology

Most Recently Updated 04/28/99

Position Title: Student Assistant to Dr. Scudder-Davis
Must work 10 hrs/wk.

I. Grade Level: 2-4

II. Description:

- A.** The following are the essential duties for an Assistant to Dr. Scudder-Davis in the Psychology Department:

One semester, course for which assisting is ethology lab:

1. Care for snakes and fish in this lab course.
2. Set up the lab in advance of class times.

One semester, course for which assisting is research methods course:

1. Read course materials with class.
2. Attend class.
3. Lead study and review sessions.
4. Help students prepare bibliographies, rough drafts, and outlines and make corrections in their written work.
5. Discuss individual student and class progress and ways to improve it with professor.
6. Assist professor generally with teaching in a collegial manner.
7. Perform other job-related duties as assigned.

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

1. Serve as a liaison between professor and students, assist professor in surfacing problems students are experiencing.
2. See that the workplace and environs are clean.

III. Learning Opportunities:

- A.** If Grade 2, develop the attributes appropriate to Grade 2 positions: learn to take personal responsibility; apply knowledge to a situation; self-identify skills, talents, interests and limitations; learn and develop confidence in skills or program knowledge; and appreciate work as a process as well as a product.
- B.** If Grade 3, develop the attributes appropriate to Grade 3 positions: an understanding of the importance of initiative; awareness of job-related needs; ability to identify problems; analytical ability; problem-solving ability; and an understanding of the role of standards and leaders.
- C.** If Grade 4, develop the attributes appropriate to Grade 4 positions: an understanding of relations between individuals, institutions, and processes; comprehension of job-related

values, realities, and goals; a commitment to service; and the ability to articulate and interpret observations, experiences, and understanding.

- D.** Learn lab procedures and care of lab animals.
- E.** Be mentored into learning how to teach.
- F.** Develop empathy with learners and knowledge of how to help them.
- G.** Refine confidentiality skills.
- H.** Learn more about research methods by helping to teach them.

IV. Basic Qualifications:

- A.** General: Be interested in the process of teaching.
- B.** Skill: Strong speaking, writing and analytical skills; good interpersonal skills.
- C.** Physical: Able to care for animals and set up ethology lab.
- D.** Academic: Have taken Ethology lab and Research Methods course.

V. Desirable Qualifications:

- A.** Psychology major.

VI. Narrative Summary:

Student was responsible for care of the laboratory animals. Student set up the lab in preparation for class. Student, when assisting a research methods course, had to attend class, read the course material and lead discussion on that material. Student also served as a tutor, helping students with the class assignments including bibliographies, rough drafts, and outlines. In addition to the aforementioned tasks, student worked closely with the professor considering ways to better class performance. Finally, the student performed other tasks as assigned.