

approved

STUDENT LABOR POSITION DESCRIPTION

Psychology

Most Recently Updated 04/28/99

Position Title: Student Laboratory Assistant to Dr. Messer
Must work 10 hrs/wk.

I. Grade Level: 2-4

II. Description:

A. The following are the essential duties for a Lab Assistant to Dr. Messer in the Psychology Department:

1. Help develop laboratory course materials.
2. Test potential new materials for purchase.
3. Prepare, set up, help to run, and evaluate use of computer programs purchased for use in lab.
4. Research sources for materials with which to develop programs.
5. Provide office and organizational assistance.
6. Perform other job-related duties as assigned.

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

1. Possibly assist with oral presentations given by students in Dr. Messer's Senior Research class, including setting up the room and multimedia required.
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.** Researching, testing, and using new psychology software.
- E.** Deepen learning about psychology from learning software and working with its users.

IV. Basic Qualifications:

1. General: none
2. Skill: Computer, office, and organizational skills.
3. Physical: Visual ability needed to work using computer programs.
4. Academic: Have taken course

V. Desirable Qualifications: none

VI. Narrative Summary:

Student helped to develop laboratory course materials, as well as researched and tested existing potential computer-based materials for purchase. Student also prepared, set up, helped to run, and evaluated use of programs purchased for use in lab, and provided office and organizational assistance.