

MANUAL Student Employment Career Services	SECTION Student Job Description	PAGE 1 / 2 REVISED 5/24
SUBJECT Laboratory Aide	RANK x191	GROUP I

DEFINITION:

Under close supervision of a staff or faculty employee or a lab assistant, a student usually performs all or part of the following duties:

- (a) Assists in preparing, delivering, and maintaining laboratory materials for classes or research studies.
- (b) Performs non-technical experimental procedures and analyses.
- (c) Guides students in the proper use of laboratory equipment and adherence to appropriate laboratory procedures.
- (d) Provides care and feeding for experimental animals.
- (e) Prepares solutions of common chemicals.
- (f) Cleans laboratory areas, laboratory materials, and equipment thoroughly.
- (g) Assists in taking readings from laboratory instruments.

BASIC QUALIFICATIONS:

None, but intends to take courses in the discipline involved. Student will be trained in the performance of the above duties.

QUALIFICATIONS FOR STARTING AT STEP B:

One (1) year comparable experience and knowledge of discipline.

LEARNING OUTCOMES*:

- Show awareness of own strengths and areas for development.
- Display curiosity; seek out opportunities to learn.
- Seek and embrace development opportunities.
- Understand the importance of and demonstrate verbal, written, and non-verbal/body language abilities.
- Frame communication with respect to the diversity of learning styles, varied individual communication abilities, and cultural differences.
- Ask appropriate questions for specific information from supervisors, specialists, and others.
- Promptly inform relevant others when needing guidance with assigned tasks.
- Gather and analyze information from a diverse set of sources and individuals to fully understand a problem.

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- Accurately summarize and interpret data with an awareness of personal biases that may impact outcomes.
- Effectively communicate actions and rationale, recognizing the diverse perspectives and lived experiences of stakeholders.
- Multi-task well in a fast-paced environment.
- Actively contribute to inclusive and equitable practices that influence individual and systemic change.
- Keep an open mind to diverse ideas and new ways of thinking.
- Demonstrate flexibility by adapting to diverse environments.
- Use innovative thinking to go beyond traditional methods.
- Plan, initiate, manage, complete, and evaluate projects.
- Seek out and leverage diverse resources and feedback from others to inform direction.
- Prioritize and complete tasks to accomplish organizational goals.
- Have attention to detail, resulting in few, if any, errors in their work.
- Be accountable for individual and team responsibilities and deliverables.
- Collaborate with others to achieve common goals.
- Navigate change and be open to learning new technologies.
- Manipulate information, construct ideas, and use technology to achieve strategic goals.

*Learning outcome descriptions from the [National Association of Colleges and Employers \(NACE\)](#).