

MANUAL Student Employment Career Services	SECTION Student Job Description	PAGE 1 / 2 REVISED 5/24
SUBJECT Research/Scientific Aide II	RANK x272	GROUP II

DEFINITION:

Under the limited supervision of a staff or faculty member or a Research Scientific Assistant, a student usually performs all or part of the following duties:

- (a) Helps conduct surveys and research.
- (b) Gathers records and assesses data. Performs basic calculations as instructed.

BASIC QUALIFICATIONS:

SOC 201, QM 170, or other courses in basic statistical methods.

QUALIFICATIONS FOR STARTING AT STEP B:

One (1) year of comparable experience or an equivalent combination of basic or intermediate courses in statistical methods and some experience.

LEARNING OUTCOMES*:

- Professionally advocate for oneself and others.
- Understand the importance of and demonstrate verbal, written, and non-verbal/body language abilities.
- Employ active listening skills.
- Communicate in a clear and organized manner so that others can effectively understand.
- Frame communication with respect to the diversity of learning styles, varied individual communication abilities, and cultural differences.
- Ask appropriate questions for specific information.
- Promptly inform relevant others when needing guidance with assigned tasks.
- Make decisions and solve problems using sound, inclusive reasoning and judgment.
- Gather and analyze information from a diverse set of sources and individuals to fully understand a problem.
- 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.
- Solicit and use feedback from multiple cultural perspectives to make inclusive and equity-minded decisions.

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- Advocate for inclusion, equitable practices, justice, and empowerment for historically marginalized communities.
- Show a high level of dedication toward doing a good job.
- Have attention to detail, resulting in few, if any, errors in their work.
- Listen carefully to others, taking time to understand and ask appropriate questions without interrupting.
- Collaborate with others to achieve common goals.
- Use technology to improve the efficiency and productivity of their work.

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