Office of Graduate Admissions
Graduate Assistantship Position Description Form

Department: Chemistry G.A. Position: Laboratory Prep Assistant
Supervisor: Dr. Susan Zirpoli

Job Description - Present a one paragraph description of the purpose for this position.

The graduate assistant will work under the direction of Dr. David Frohnapfel in the preparations of solutions, set-up/break-down of experiments, set-up instruments/equipment, and other duties as necessary to prep the General Chemistry I and II laboratories. Assistance in supervising the laboratories under the guidance of a faculty member may be included.

Job Functions/Responsibilities - List the duties this graduate assistant will be expected to perform.

Preparations of solutions, set-up/break-down of experiments, set-up instruments/equipment, and other duties as necessary to prep the General Chemistry I and II laboratories. Assistanting faculty in overseeing students performing the experiments.

Desired Qualifications – List the experiences and/or abilities you wish an applicant for this position to have.

A B.S. or B.A. in Chemistry or Biology. Preference will be given to students who completed General Chemistry I and II lecture/lab at SRU.

Graduate Student Outcomes - List the skills/abilities the graduate assistant can expect to learn in this position.

Knowledge and skill in prepping a laboratory for multiple sections of General Chemistry labs. Experience preparing and handling bulk solutions, set-up and maintenance of instruments/equipment. Experience interacting with and helping students performing experiments.

Appropriate SRU Graduate Majors – List the SRU graduate programs that would be the most appropriate source of candidates for this position based on the job description and the expected learning experiences.

Master of Education in Biology or Chemistry
Supervisor’s Expectations – List the work expectations you, as the supervisor, have for this position. Include hours to be worked and preferred work schedule.

1/2 time for 2016-17 academic year. Schedule to be arranged with supervisor.

Contact Information – List where the applicant should send their employment form and resume. This will usually be the supervisor’s address. Include phone, fax and email.

Susan Zirpoli, Chairperson Chemistry Department
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PLEASE RETURN THIS COMPLETED FORM TO THE OFFICE OF GRADUATE ADMISSIONS AND YOUR ACADEMIC DEAN’S OFFICE.