Tutor/Lab Assistant

**Department:**  Physical Therapy

**G.A. Position:**  Tutor/Lab Assistant

**Supervisor:**  Dr. Carol Martin-Elkins

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

This part-time GA position is available only to second-year DPT students and involves tutoring of DPT students and serving as a “floating” lab assistant. This graduate assistant will assist various faculty as the supervisor designates with laboratory activities by organizing materials required for various laboratory experiences and assist with maintenance of cleanliness of the clinical laboratory and equipment as requested. The GA may assist instructors and/or other GAs in arranging special projects and off campus trips, do literature searches and assist with research activities as requested. The GA’s primary role will be to assist and tutor students identified by faculty and also assist with educational activities during and outside of open labs as requested.

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

- Assist as needed to maintain inventory of laboratory supplies and equipment
- Assist as needed to maintain order in clinical laboratories as requested
- Assist instructors to set up laboratory areas for lab sessions, lectures and competencies by collecting required equipment and materials as requested
- Assist in running skill checks as a mock-patient or welcoming and directing students from station to station as requested
- Provide tutoring for specific DPT students in collaboration with the appropriate faculty member as requested
- Perform literature searches and assist with research projects as requested
- Assist in organizing off-campus projects and trips as requested
- Other miscellaneous activities requested by supervisor

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**Desired Qualifications – List the**

- Successful completion of first year of DPT program
- Excellent communication skills, initiative, ability to prioritize tasks, competence in supervisor’s area of instruction, be approachable and effective when tutoring students and
Tutor/Lab Assistant

experiences and/or abilities you wish an applicant for this position to have.

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

• Improved leadership and presentation skills
• Improved familiarity with equipment and materials utilized in PT practice
• Increased knowledge of problems/solutions encountered, instructor considerations, instructional concepts and basic responsibilities of instructors.
• Improved organizational and instructional skills

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.

• DPT program Graduate School of Physical Therapy
• Second-year DPT students only
Tutor/Lab Assistant

description
and the
expected
learning
experiences.

Supervisor’s Expectations
• 4.5 to 5 hours/week fall and spring
• Provide tutorial sessions as requested by students/supervisor
• List the work
  • Collect and organize all requested laboratory materials and equipment prior to beginning
  • Be available to assist with laboratory practicals/skill checks if requested
• Confer with supervisor regularly to assess need for task completion and assistance.

Supervisor’s address:
Dr. Carol Martin-Elkins, PT, PhD Graduate School of Physical Therapy, Slippery Rock University
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