

Department of Chemistry – Student Assistant Job Description

Job Title: SENIOR YEAR LAB DEMONSTRATOR – (All 2000, 3000, 4000 Levels)

Duties:

- Assist students in the safe execution of the experiment, safe and proper operation of lab equipment, and in the safe and proper handling of all chemicals and glassware;
- Assist the Instructor in demonstrating techniques and circulate in the lab and actively engage students in discussions about what they are doing;
- Reinforce lab safety;
- Report any problems/incidents/inconsistencies immediately to the Instructor;
- Replenish/prepare any chemicals or supplies needed if asked upon;
- Meet with Technician to arrange pre-lab schedule and duties;
- Invigilate an evening midterm in Chemistry, or perform an equivalent Department duty.

Expectations:

Student Assistant Lab Demonstrators are expected to:

- be skilled and knowledgeable in the subject areas, and familiar with the safe-handling of equipment and chemicals;
- be competent with the experiment procedure and related calculations;
- be prepared, punctual, motivated, safety-conscious, both during the lab period and pre-lab preparation time.
- all safety policies set out under the Faculty of Science must be adhered to. You are required to supply your own properly-fitting lab coats and safety glasses.

Requirements:

- Successful completion of the course (for which you are applying) with, preferably, an overall final grade in the course of B- or higher; or permission of the instructor.
- WHMIS certified in the last 12 months

Assets:

- Excellent interpersonal skills
- Knowledge of instrumentation and software, relevant to the course/lab.

Duration:

36 hours total:

- 3 hours per week throughout the course of the lab term.
- 6 hours of flexible time to be used for pre-lab preparation as managed by the Technician, and/or invigilation or other appropriate related department duty to make-up the total number of hours (if needed).

Pay:

- To be paid as according to the SMU Student Assistant Salary Scale for the term hired. For pay rate visit http://www.smu.ca/administration/hr/pay_cut.html and review the information for Teaching Assistant / Student Marker / Demonstrator Schedule

Application Checklist:

- **Copy of unofficial SMU transcript (stapled)**
- **Completed and signed copy of application form**