Position Title: Research Assistant

Hiring Unit: Department of Physiology

Supervisor: Dr Claire Brown

Work Location: Bellini Life Science Complex

Hours/Week & Schedule: 35 hours/week, Monday – Friday

Hourly Wage: $24.25

Planned Start Date & End Date: October 1, 2018 – September 30, 2019

Date of Posting: September 7, 2018

Deadline to Apply: September 30, 2018

PRIMARY DUTIES

1. **Consultation:** Work with researchers to determine appropriate equipment for experiments and to develop experimental designs to address specific research questions. Including consultation on preparing images and data for presentations and publications and the collection of preliminary data for grant applications.

2. **Training:** Perform basic training for users on routine and advanced microscopy platforms. Develop and modify standard protocols for training sessions.

3. **Maintenance:** Execute regular maintenance of the facility equipment. Develop and modify maintenance protocols on an ongoing basis. Interpret quality control information and initiate repairs if necessary. Document all equipment service.

4. **Policies and Procedures:** Ensure all facility users adhere to facility policies and procedures. Ensure appropriate access to equipment for all facility users.

5. **Education:** The microscopy specialist must be able to educate facility users in the fundamentals of microscopy relevant for facility users. This includes participation in and implementation of workshops, tutorials and courses.

6. **Outreach:** Perform regular updates of the facility website. Organize and advertise workshops and seminars internally and externally to McGill University.

7. **Administration and Finance:** Generate reports and do basic financial transactions.

The list of duties and responsibilities outlined above is representative and not a complete and detailed list of tasks, which may be performed by an employee whose position has been matched to this description.

EDUCATION/EXPERIENCE

- **For Research Assistant – minimum requirement:** Master’s Degree

  1. MSc in preferred areas including Biophysics, Cell Biology, Cancer Biology, Bioengineering.
  2. Two years of relevant experience would be beneficial.
  3. Understanding and hands-on experience in optical microscopy and imaging instruments.
  4. Familiarity with advanced light microscopy technologies.
  5. Experience working in a dynamic environment. Must be able to manage a diverse set of obligations on a daily basis with rapidly changing demands and priorities.
  6. Strong interpersonal skills for working with facility users, principle investigators and potential new clients within the research community.

OTHER QUALIFYING SKILLS & ABILITIES

1. Ability to communicate complex ideas to people new to the field.
2. Ability to work independently and efficiently but also work well as a part of a team.
3. Strong verbal and written communication in English.

HOW TO APPLY
Please submit your application to:

Please send your cover letter, CV and contact information to Dr Claire Brown at mcgill.imaging@gmail.com.

McGill University is committed to equity in employment and diversity. It welcomes applications from indigenous peoples, visible minorities, ethnic minorities, persons with disabilities, women, persons of minority sexual orientations and gender identities, and others who may contribute to further diversification.