

# **Department of Chemistry Student Assistant Job Description**

## 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 a 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:**

Undergraduate student TAs: 36 hours total

Graduate student TAs: 48 hours total

- 3 hours per week throughout the course of the lab term.
- Remaining hours to be used for pre-lab preparation as managed by the Technician, and/or invigilation and/or other appropriate related department duties to make up the total number of hours (if needed). Remaining hours are typically 6 hours for Undergraduate student TAs and 18 hours for Graduate student TAs.

#### Pay:

• To be paid as according to SMU's Payroll Teaching Assistant/Student Marker/Demonstrator Schedule for the term hired.

Revised: July 25, 2023