

## On-Campus Job Description



**To apply:** Go to [https://wenatcheevalleycollege.formstack.com/forms/career\\_services](https://wenatcheevalleycollege.formstack.com/forms/career_services) and submit your information to see if you are eligible for state or federal work study funding.

**If eligible,** please contact Jenny Ezpeleta with the following info before **Friday, February 10, 2023:** (1) your resume (or list of past work and/or volunteer experiences), (2) your contact information and (3) a list of college courses you have taken including those in which you are currently enrolled. Applicants should be interested and available to start in spring quarter of 2023. Preference is given to those who are available to continue working in the lab through the 2023-2024 school year.

<b>Job Title &amp; Number of Positions Avail.</b>	Biology Laboratory Assistant (1-2 positions)
<b>Department/ Location</b>	Biology Department, Wenatchi Hall 2307
<b>Rate of pay</b>	\$15.74/hour
<b>Supervisor</b>	Jenny Ezpeleta (Wenatchi Hall 2307B, 509-682-6749, <a href="mailto:jezpeleta@wvc.edu">jezpeleta@wvc.edu</a> )
<b>Duties and Responsibilities</b>	<p>The lab assistant's main duties are to maintain a clean and safe laboratory space and to support laboratory courses. All training will be provided and no previous lab experience is required.</p> <p>Duties may include:</p> <ul style="list-style-type: none"><li>• cleaning glassware</li><li>• preparing and breaking down lab activities in classrooms</li><li>• conducting inventories</li><li>• overseeing open lab study hours</li><li>• operating laboratory instruments including microscopes, pipettes, scales, centrifuges, incubators, an autoclave and more</li></ul> <p>Depending on individual interests, the lab assistant may also prepare media for microbiology, collect plant and water samples, or catalog the lab's bird, mammal, and preserved specimen collections. On-time arrival and wearing proper lab attire (i.e. closed-toe shoes, pants) are required.</p>
<b>Minimum Qualifications</b>	<p>Applicants should have a strong interest in science and a willingness to learn and practice lab safety skills. We are particularly interested in those with excellent organizational, problem-solving, and communication skills. Applicants with an interest in working for a full academic year are preferred.</p> <p>Note: All WVC employees must obtain a COVID vaccination or submit a medical or religious exemption.</p>
<b>Educational Benefit</b>	<p>The lab assistant will learn and practice a variety of laboratory skills that will prepare them for future educational and work opportunities in the sciences. They will also learn how to use and/or operate common laboratory equipment and instruments that they will encounter in lab courses at WVC and transfer colleges and universities.</p>

*Wenatchee Valley College is committed to a policy of equal opportunity in employment and student enrollment. All programs are free from discrimination and harassment against any person because of race, creed, color, national or ethnic origin, sex, sexual orientation, gender identity or expression, the presence of any sensory, mental, or physical disability, or the use of a service animal by a person with a disability, age, parental status or families with children, marital status, religion, genetic information, honorably discharged veteran or military status or any other prohibited basis per RCW 49.60.030, 040 and other federal and state laws and regulations, or participation in the complaint process.*

*The following persons have been designated to handle inquiries regarding the non-discrimination policies and Title IX compliance for both the Wenatchee and Omak campuses:*

- *To report discrimination or harassment: Title IX Coordinator, Wenatchi Hall 2322M, (509) 682-6445, title9@wvc.edu.*
- *To request disability accommodations: Student Access Coordinator, Wenatchi Hall 2133, (509) 682-6854, TTY/TTD: dial 711, sas@wvc.edu.*