



STUDENT EMPLOYMENT OPPORTUNITY

Job Title: Nursing Lab Work Study

Rate of Pay: \$7.95

Begin Date: 08/22/2011

End Date: 05/11/2012

Work Site: Nursing Lab, Neal Campus Kingman, 928-757-4331, ext. 3378

Supervisor's Name: ViAnn Cruse

Specific duties performed on a regular basis:

1. Setting up equipment and tearing down set-ups for students to utilize in practicing patient care skills.
2. Assisting in the organization of Nursing Laboratory Stock as directed by lab coordinator and lab assistant.
3. Assisting in typing, copying and organization of lab manuals directed by lab coordinator and lab assistant.
4. Provide presence in laboratory when lab coordinator and lab assistant have alternative duties.
5. Provide for care of equipment including mannequin maintenance and upkeep as directed by lab coordinator and lab assistant.
6. Restock practice and set up supply box.
7. Assist nursing students in locating necessary supplies for practice sessions.

Skills/Qualifications needed:

1. Nursing student status is desired.
2. Has the ability to maintain confidentiality.
3. Punctuality.
4. Communicates in a courteous and professional manner with instructors using the lab setting.
5. Interacts well with students using the lab setting.
6. Able to lift a minimum of 25 pounds.

Things your supervisor would like a student employee to understand about working in this department:

Certain times of the semester have a heavier workload than others. Being able to work well interact well with others is very important for establishing a trusting learning environment for students.