



## Canada Summer Job: Laboratory Assistant

(Part Time for 10 weeks – Contingent on Funding)

### ABOUT ST. MARY'S UNIVERSITY:

St. Mary's University is a dynamic and innovative teaching and research university located on a beautiful historic site. We provide affordable, accredited, and highly valued degrees in Liberal Arts, Sciences and Education. Founded in the Catholic Intellectual Tradition, and as the only independent Catholic university in Canada, St. Mary's University prepares its students to live with integrity, compassion and confidence while embodying a compassionate commitment to ethics, social justice, and respect for diversity of opinion and belief. St. Mary's became a proud member of Universities Canada in 2022, and has over 1000 full- and part-time students, approximately 200 full- and part-time faculty and staff, and an average class size of 25.

Located in Mohkínstsis (Calgary) on the ancestral territory of the Blackfoot Confederacy (Siksika, Kainai, and Piikani First Nations), the Tsuut'ina and Îyârhe Nakoda Nations, as well as the Metis Nation, Region 3, St. Mary's is focused on developing the whole person: mind, body, and spirit.

Consistent with our Catholic values, St. Mary's University is committed to fostering an institutional culture that values, supports, and promotes equity, human rights, respect, and accountability within our community. St. Mary's is a university where all are welcome and inclusive excellence is important. We are committed to removing barriers for those who have been historically underrepresented or discouraged in our society.

### WHAT WE ARE LOOKING FOR:

We are seeking a self-directed and motivated university student to work with us in the biology and chemistry laboratories. Time will be split approximately 70:30 between chemistry and biology related activities. The student's primary responsibility will be to assist in the development of new experiments for introductory biology, general chemistry, and organic chemistry courses. In addition, the student will assist with optimizing molecular genetics procedures and carry out regular laboratory maintenance and safety related tasks. This role serves the St. Mary's University community by helping us deliver safe and effective laboratory courses year-round.

### WHAT YOU WILL DO:

- Collaborate with the lab co-ordinators to identify potential topics for new experiments and undergraduate research experiences.
- Carry out literature searches.
- Test experiments and identify improvements.
- Provide a final procedure for each experiment to the lab co-ordinator.
- Write a background information summary for each experiment.

- Prepare laboratory materials, which may include solutions and media.
- Perform routine laboratory maintenance, e.g., calibration of equipment and updating SDS sheets.
- Care for laboratory plants.
- Clean and organize laboratory spaces.

The successful candidate may work up to 30 hours per week for up to 10 weeks during the months of May through August under the Canada Summer Jobs (CSJ) initiative, a Youth Employment and Skills Strategy, which aims to provide flexible and holistic services to support all young Canadians to develop the skills and gain paid work experience to successfully transition into the labour market.

#### QUALIFICATIONS & ATTRIBUTES:

- Required courses: CHEM 201/203 and BIOL 231/233, or equivalent.
- Enthusiasm for practical work in the fields of biology and chemistry.
- Eagerness to work and learn in a collaborative setting with the laboratory co-ordinators.
- Ability to pay attention to detail.
- Ability to focus on repetitive tasks.
- Strong organizational and communication skills are essential.
- Ability to promote, or at least respect, the institution's Catholic mission and identity.
- Ability to promote for equity, diversity, and inclusion, as well as Truth and Reconciliation.
- Experience with Microsoft Office is an asset.

#### *Candidate Criteria Based on Canada Summer Jobs Grant Requirements:*

- Must be between 15 and 30 years of age (inclusive) at the start of employment.
- With the exception where an individual has a disability or a legitimate barrier to availability, the individual will work a minimum of 30 hours per week for a period of six to sixteen consecutive weeks, and the hours of work will not exceed 37.5 hours per week.
- Work duties and activities must be completed inside of Canada.
- Is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* and is legally entitled to work according to the relevant provincial / territorial legislation and regulations.
- International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents.
- Must be employed as a contract employee in an employer – employee relationship with the University (i.e., cannot be used for self-employment).
- Must not be immediate family of the hiring manager, officer, or director of the University without prior agreement by CSJ grant funder.

#### WHAT YOU CAN EXPECT:

The CSJ program objectives align with the redesigned Youth Employment and Skills Strategy and are as follows:

- provide quality work experiences for youth
- respond to national and local priorities to improve access to the labour market for youth who face unique barriers
- provide opportunities for youth to develop and improve their skills

Wage: \$15.38/hour, plus 4% vacation pay

## APPLICATIONS:

All applicants must submit a cover letter and resume directly via email to [careers@stmu.ca](mailto:careers@stmu.ca) in word or pdf format, with the Subject Line of: "Canada Summer Jobs: Laboratory Assistant" by end of day on May 21, 2024. We are unable to accept applications and dossiers through third party platforms.

*St. Mary's University is an equal opportunity institution committed to an inclusive, barrier-free recruitment and selection process and work environment. We hire on the basis of merit and are passionate about building and sustaining an equitable and inclusive work environment for students, staff, and faculty, where diversity in all areas is celebrated and valued. Support services and accommodations are available if required to ensure an equitable, and inclusive working environment. To ensure a fair and equitable assessment, questions regarding equity, diversity, inclusion, and accessibility can be sent to the Equity, Diversity, and Inclusion (EDI) Committee ([EDI@stmu.ca](mailto:EDI@stmu.ca)) and requests for accommodations at any stage of the recruitment process can be sent to Human Resources ([careers@stmu.ca](mailto:careers@stmu.ca)). Any information received relating to accommodation will be addressed confidentially. We encourage all qualified individuals to apply. Priority will be given to Canadians and permanent residents of Canada.*

*We thank all applicants for their interest, however only those applicants being interviewed will be contacted. No phone calls please.*

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