**Title of Position:** Paramedic Learning Commons Lab Assistant

**Division/Department:** CD&H

**Job Duties**

* Opens and closes lab as instructed ensuring equipment is returned, work area tidied and computers shut down
* Provides equipment/medications from locked cupboards for practice and returns after use.
* Clarifies instructions provided in student lab manuals
* Directs students to computers and learning resources within the health commons
* Reframes previously taught lab material and refers questions beyond a basic level to technologist or faculty
* Reports any problems of concern to full time staff (equipment in need of repair)
* Completes shift log at the end of shift
* Ensures and maintains safe clinical practices throughout the paramedic learning commons

 **Qualifications**

* Must be enrolled in the paramedic program and studying in third semester for Fall term
* Must hold standard CPR and first aid
* Must be in good academic standing, and have an overall 80% standing
* Must demonstrate competency in successful completion of semesters 1-2
* Must demonstrate an interest in helping others
* Must provide one letter or recommendation from faculty in the Paramedic Program
* Must participate in a brief orientation session and ongoing staff training
* Copy of class schedule required with application

 **Additional Information ie special equipment or travel**