



## Federal Work Study Program Position Description

**NAME OF THE POSITION:** Research Assistant  
**CLASSIFICATION:** Federal work Study Program  
**EMPLOYER:** Charles R. Drew University of Medicine and Science  
**DEPARTMENT:** Internal Medicine/Division of Cancer Research and Training  
**LOCATION:** LSRN Building/2<sup>nd</sup> Floor  
**WORK HOURS:** TBD  
**RATE OF PAY:** \$15.00  
**SUPERVISOR:** Dr. Eva McGhee  
**CONTACT INFO:** [evamcghee@cdrewu.edu](mailto:evamcghee@cdrewu.edu)

**PURPOSE/ROLE:** Student while training, and studying will spend at least 15-20h/week/ and or what is required in the laboratory to train in techniques that will allow him/her to perform cancer research experiments. Student that work with me will also learn how to write abstracts, progress reports, and health disparities-community research. Students will receive career advice, and mentorship. Depending the research-progress students will become an author on manuscripts and papers.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** Student will learn and train in laboratory techniques which will include the following: cell culturing and freezing, thawing cells that were previously frozen, preparing lysate for Western blot analysis, making polyacrylamide gel to run western blot analysis, wound healing experiments, and immunohistochemistry, -and stat/and SPSS analysis. Some of the following will also be included in training:

- Will need to analyze spectral karyotype assays/results for additions, deletions and translocations of chromosomes.
- Work on genomic instability assays

The students will culture normal and cancer cells, treat cells with inhibitors, perform pre-work before running western blot analysis, extract cellular RNA and perform RTPCR.

**EDUCATION:** Student should be enrolled in an undergraduate program, Post-Bac Program, MPH Program, PA Program, Nursing Program, and Technical Program etc. at **CDU**.

**MINIMUM EXPERIENCE/QUALIFICATIONS:** Preferred-some lab experiences, however, will train if they do not have any laboratory experiences (we are willing to teach and train the student).

**COMPUTER SKILLS:** Skills such as office, Acrobat, SPSS, general typing, and making power points is necessary.

**WORK ENVIRONMENT:** Student will work and train in the Cancer Research Laboratory and sometimes in the community if educational information is needed.

**PHYSICAL DEMANDS:** required some sitting at the lab bench/desk while performing experiments.

Standing-sometimes required to remain on his or her feet in an upright position for while performing research for a period of time.

- Climbing required to climb on stepstool if need to restock research supplies
- Walking - required to walk in the lab-in the facility during the course of his or her work
- Lifting-required to raise or lower objects from one level to another

**MENTAL DEMANDS:**

- Student will need to perform detail work with focused attention and quality attention while providing/obtaining information on numerous tasks is important.
- Able to work effectively and concurrently on unrelated tasks; use of sustained concentration
- Student will need to be able to work effectively on all designated tasks; need to be able to critical think, make wise decisions, analytical ability to think, and ingenuity.

*The above statements are intended to describe the general nature and level of work being performed.*

*They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. I understand that CDU at its sole discretion may change this description or any of its components at any time.*

**Supervisor:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Employee:** \_\_\_\_\_ **Date:** \_\_\_\_\_