

# MOUNT ALLISON UNIVERSITY

## Position Posting

<b>Position Title:</b> Lab Instructor/Technician	<b>Position #</b> 1276
<b>Department:</b> Psychology	<b>Classification:</b> MASA Level 10
<b>Supervisor's Title:</b> Department Head	<b>Posting Date:</b> May 29, 2014
<b>Position Summary:</b>  Reporting to the Department Head, the incumbent prepares and instructs laboratories and marks lab assignments and exams. Other duties include assisting the Head of the Department by maintaining equipment inventories and ensuring the equipment is in working order. Participation on department committees (e.g., Timetable Committee or the Space and Equipment Committee) and relevant university committees (e.g., Health and Safety Committee) may be required.  *Please refer to section B for the required Qualifications, Education and Skills	
<b>Hours of Work:</b> This is a full-time term position from August, 2014 to April, 2015.	
<b>Mount Allison Staff Association:</b> This position is in the bargaining unit represented by the Mount Allison Staff Association.	
<b>Who May Apply:</b> Any person may apply. However, if qualifications, skills and abilities are equal, preference will be given first to members of the bargaining unit.	
<b>Date of Closure:</b> Applications should be received by the Human Resources department on or before June 13, 2014. Please forward resumes to hr@mta.ca	

## Position Description

### A. Position Responsibilities

- a) Teach laboratory sections in at least four of the following courses: Cognitive Psychology, Memory, Biopsychology, Human Neuroscience, Social Psychology, Research Design & Analysis I, II and III, Psychological Measurement and Individual Differences, Sensation and Perception, as well as other courses as necessary.
- b) Prepare and update materials for class, including laboratory manuals where needed.
- c) Track and maintain assignment and test grades.
- d) Mark laboratory work completed by the students, and assist the professor with marking of tests and exams as required.
- e) Meet with students outside of scheduled laboratory times to answer queries.
- f) Order lab supplies as necessary.
- g) Some student advising about coursework may be necessary from time to time.

h) Will assist with other departmental duties as appropriate.

**B. Qualifications**

Completion of a University degree at the Bachelors or Masters level is required. A solid knowledge of experimental psychology, research methods in psychology, statistical analyses, and some knowledge of relevant computer software packages including MS Office, SPSS, Educational Technology Packages, and Psychology Lab programmes as required.