

Job ID: #OR-23-14
Job Title: Technical Staff
Department: Department of Chemistry & Sustainability Services
Campus: Orillia, ON
Status: Full Time, 5-month contract (**Anticipated start date January 1, 2024**)
Job Category: LUTA

Date Posted: November 27, 2023
Closing Date: December 11, 2023

Why Lakehead University?

At Lakehead University we challenge the conventional to provide a university experience that's far from ordinary. Lakehead's Orillia campus is a thriving academic community in which you can make a real difference as part of our team. Your unique ideas will be respected and encouraged. Because we are small and mighty, your commitment to innovation and collaboration are essential. Lakehead Orillia is located in the heart of Ontario's Lake Country, offering year-round opportunities for recreation, culture, and heritage.

Lakehead is a comprehensive University with a reputation for innovative programs and cutting-edge research. For the third year in a row, Lakehead University was included in the top 100 of the Times Higher Education Impact Rankings. Lakehead is the highest ranked university in the world with under 10,000 students. Lakehead is the highest ranked university in the world with under 10,000 students. Maclean's has once again included Lakehead University among Canada's top 10 primarily undergraduate universities in the magazine's 2023 University Rankings.

About this Job

Lakehead University is inviting applications from enthusiastic and qualified individuals to join the team as Technical Staff in our Chemistry and Sustainability Sciences department. The Technician provides instructional support for various programs at the Orillia campus with core competencies in Chemistry, and technical support to Chemistry faculty members and departmental initiatives such as student recruitment. The position will report to the Chair of the Department of Chemistry and the Chair of Sustainability Sciences. The successful candidate will provide support by instructing four labs in the Winter term of 2024. The Technician is a crucial part of our student-centered learning environment.

Job Duties

- Responsible for ensuring the safety of students during laboratory work
- Prepare and demonstrate to students a variety of lab components from amongst various Chemistry courses
- Have a firm understanding of the course content, design new experiments and/or revise existing experiments, write and/or update lab manuals for each lab, as appropriate
- Grade lab reports from students
- Perform other related duties including testing safety equipment, and ordering, organizing and maintaining supplies and equipment

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- Set up/take down lab demonstrations/equipment, etc., in coordination with the course primary instructor and also with instructional and technologist staff at Orillia Campus
- Initiate waste disposal procedures as needed
- Maintain inventory of supplies and of equipment necessary for each course and create and submit orders for supplies
- Other duties as assigned

Qualifications

- MSc Degree with laboratory experience in Chemistry or in a closely related experimental discipline.
- Proven ability to instruct/demonstrate chemistry lab experiments
- Professional trainings and certification requirements: WHMIS, Biosafety training, AODA, St John Ambulance First Aid, and Health and Safety training
- Ontario Driver's License
- Knowledge of Good Laboratory Practice (GLP)
- Good communication, organization, and interpersonal skills
- General understanding of purchasing and accounting processes
- Ability to interact effectively with students, staff and faculty
- Strong computer skills

Working Conditions

- lab environment

What do We Offer?

This position offers a competitive remuneration package including salary.

Lakehead University has a commitment to supporting employees and providing opportunities for flexible and diverse work arrangements. We are proud to share the [Alternate Work Arrangement Guideline](#) as a step to creating innovative schedules that work for our employees to promote a quality work-life balance. Please inquire with the hiring manager if this position is eligible for an Alternate Work Arrangement.

How to Apply

Interested applicants may apply by clicking on this link to [this Google Form](#) and attaching your cover letter and resume in word or PDF format.

If you are experiencing any issues with the Google Form, please email careers@lakeheadu.ca for assistance.

We appreciate your interest; however, only those selected for an interview will be notified. Lakehead University is committed to creating a diverse and inclusive environment and welcomes applications from all qualified individuals including women, racialized persons, Indigenous people, persons with disabilities and other equity-seeking groups. All qualified candidates are encouraged to apply; however, Canadian



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citizens and permanent residents will be given priority. This is in accordance with Canadian immigration requirements.

Lakehead University is committed to supporting an accessible environment. Applicants requiring accommodation during the interview process should contact the Office of Human Resources at (807) 343.8334 or human.resources@lakeheadu.ca to make appropriate arrangements