

**University of Colorado Anschutz Medical Campus
Skaggs School of Pharmacy and Pharmaceutical Sciences
Student Assistants**

The Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS), accepts applications for part-time/hourly student employment on an ongoing basis and fills positions as they become available. Examples of typical student employment responsibilities are as follows:

General Student Employment Responsibilities for Laboratory Operations

- Provides general support to laboratory staff and principal investigator.
- Maintains the laboratory and equipment in working and clean conditions.
- Ensures laboratory safety regulations compliance. Students are expected to follow all University guidelines regarding the management of chemical, radiochemical and infectious waste.
- Collects, accurately records and analyzes data in collaboration with other research staff.
- Orders laboratory supplies and monitors inventory.
- Maintains laboratory records, supplies, and samples in an organized manner.

General Student Employment Responsibilities for Academic Administrative Support/Ambassadors/Tutors

Ambassadors

- Designs & facilitates activities for students who are potential pharmacy school applicants.
- Participate in interview days for pharmacy school applicants, which includes managing and executing special projects associated with the school's recruitment efforts.
- Participate in limited COVID-restricted tours on campus for undecided students.

Tutors

- Provides tutoring services for a specific course or courses in a team with at least two individuals.
- Schedules and prepares for and uses Facilitated Group Learning methodologies to facilitate at least one live session per week (of approximately one hour in length, although more than one course could be addressed in a single session, depending on the needs of the students, etc.).
- Prepares planned tutor sessions, practice quizzes, and study guides.

The minimum qualification is current enrollment in an accredited undergraduate or graduate higher education program. The student assistant hourly rate starts at minimum wage and is negotiable depending on experience and funding availability.

To apply for student employment, submit a brief cover letter indicating your preferred area of employment interest; your resume with current contact information, including mailing and e-mail addresses, and phone number; and a list of three references with e-mail addresses and phone numbers to SOPStudentEmployment@cuanschutz.edu. Any questions regarding the application process can be directed to Lisa Montano, Student Employment Specialist, at lisa.montano@cuanschutz.edu or at 303/724-2632. Applications are accepted on an ongoing basis and positions are filled as they become available.

The University of Colorado is committed to diversity and equality in education and employment.