



PART TIME
UNDERGRADUATE / GRADUATE STUDENT RECRUITMENT

ISTS/SING LAB COORDINATOR

Background

The Summer internship for Indigenous peoples in Genomics Canada (SING Canada) is an initiative associated with the Indigenous Science, Technology, and Society Research and Training Program (ISTS) at the University of Alberta, Faculty of Native Studies. Building on the success of SING US and SING Aotearoa, SING Canada is an annual one-week intensive workshop designed to build Indigenous capacity and scientific literacy by training undergraduate and graduate students, postdoctoral, and community fellows in the basic of genomics, bioinformatics, and Indigenous and decolonial bioethics. For more information about SING Canada please visit our [website](#).

Job Description

The ISTS/SING Lab Coordinator will support work growing out of the 2022 SING Canada workshop entitled *#LandBack: Indigenous Peoples, Soil Science, and Disruptive Sequencing Technologies*. This workshop and its ongoing goals are to evaluate emerging mobile sequencing technologies, assess their role in metagenomic soil science, enable additional pathways to Indigenous governance in genomics, and use genomic techniques as another way to understand the impacts of our relationships with the land. This theme will be carried forward in 2023 and the incumbent will support the planning and implementation of this year's workshop.

The ISTS/SING Lab Coordinator will be responsible for supporting ISTS/SING faculty and staff in the organization, maintenance and functioning of the newly established ISTS lab space. This space, housed in the Faculty of Native Studies, is a temporary 'dry' lab and studio space where students and faculty can collaborate, access equipment and conduct research. Reporting to the Program Manager - ISTS, this position will be based in Pembina Hall and work in collaboration with SING's network of collaborators across multiple institutions. Primary responsibilities will include:

- Inventory, catalogue and organize all ISTS equipment and supplies
- Maintain appropriate storage protocols for all equipment, samples and supplies
- Develop equipment lists for upcoming SING Canada workshop
- Support ordering and receiving of new equipment and supplies
- Assist in the development of manuals and procedural guides for equipment
- Maintain SING Canada reading lists
- Prepare SING Canada participant packages
- General logistics support for SING Canada 2023 workshop



Qualifications

- Organized, with high attention to detail
- Demonstrates initiative and creativity in problem solving
- Clear communicator with solid written and verbal skills
- Indigenous Studies/Genetic Sciences student preferred
- Interest in Indigenous sciences, natural sciences, genetic sciences preferred
- Knowledge of/experience using technical audiovisual equipment, as well as scientific equipment an asset

Salary

This is a Casual Level 1 position to be held by a full-time University of Alberta student.

Salary will be between [Grade 1, Step 2 and 6](#) (\$16-\$18/hr) depending on skill and experience, plus 4% vacation pay and 5% statutory holiday pay as per [UofA policy](#).

Hours per week

8-10 hours/week (flexible as below)

Term

1 year posting, starting winter term 2023 (February). Schedule is flexible throughout the year (i.e. more hours in summer, fewer during spring/fall/winter terms). Must be available for a portion of summer 2023 (June and July) to support the SING Canada workshop, including for up to 40 hours of work during the week of the SING Canada workshop, July 16-22.

To Apply

Please send your CV via email to indists@ualberta.ca with the subject: "ISTS/SING Lab Coordinator Application" by 11:59pm PST on February 13, 2023. Please include a cover letter, confirming your full time enrolment at the University of Alberta, and your availability to work on location at North Campus, particularly in July, 2023.