

Laboratory Manager

Job Code 50038892

General Description

Manage and ensure operational readiness of state-of-the-art simulation laboratories in the School of Nursing.

Examples of Duties

Manage the simulation laboratories' budget, inventory, and purchase lab supplies, software, and hardware.

Directly supervise the Sim Lab Information Specialist, graduate assistants, and temp workers.

Participate in development, implementation, and maintenance of simulation laboratories equipment, policies, procedures, objectives, and planning.

Conduct meetings to implement and evaluate learning experiences.

Oversee the performance improvement process and prepare outcome reports for leadership.

Perform other duties as assigned.

Knowledge, Skills, and Abilities

Knowledge of: Working with high-fidelity manikins in a simulation lab environment; databases, spreadsheets, simulation-related programs and technology.

Skill in: Preparing clear, concise, grammatically correct reports, letters, memos, forms, and proposals; working as a team member and effectively directing the work of others; establishing rapport with a variety of clients.

Ability to: Understand complex written job procedures, instructions, catalogs, and manuals; perform basic math; explain technical material to lay persons, train faculty, staff and students; make oral presentations; identify and recommend technology that will enhance simulation labs; determine which existing equipment/ software will best meet learning objectives in simulation labs and troubleshoot hardware/software problems.

Experience and Education

To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge, skills, and abilities.

Other Requirements