

Work Study Job Description Nursing Lab Assistant

2101 14th St., Cloquet, MN 55720

Location: Nursing Skills Lab

Name and Classification of Position: Nursing Skills Lab Assistant

Supervisor: Andrea Simek

Email: Andrea.simek@fdltcc.edu

Rate of Pay and Expected Hours of Work: \$10.50/hour, 10-29 hours per week*

Eligibility: Must be State or Federal Work Study Eligible**

Purpose and Role of Job within the College: This position will assist lab faculty with stocking, cleaning, organizing of supplies in the nursing skills lab. The student lab assistant will also be available to demonstrate skills and answer questions during open lab time for first year nursing students

Duties and Responsibilities:

- Maintain a clean and organized work environment in the nursing skills lab
- Gather supplies and set up lab space as directed by nursing faculty
- Return supplies to lab storage when not in use
- Assist first year nursing students during open lab time as needed
- Wash dirty linens from the skills lab and simulation suite
- Monitor inventory of lab supplies as directed

Qualifications and Required Skills:

- Must be second year ADN student in good standing
- Must present at least one faculty recommendation

Specific Qualifications for Higher Job Classification: N/A

Learning Objectives:

- The nursing skill lab assistant will demonstrate organizational skills while maintaining a clean and safe work environment in the nursing skills lab.
- The nursing skill lab assistant will demonstrate leadership and mentoring skills when assisting first year nursing students.
- The nursing skill lab assistant will demonstrate time management skills while maintaining the lab environment and assisting first year nursing students.

After checking with the financial aid office for eligibility, interested students should email Andrea Simek at andrea.simek@fdltcc.edu with:

- Availability
- Your contact information
- Previous work experience

* Schedules and evaluations will be discussed with your supervisor. See the financial aid office and [Work Study Handbook](#) for more information.

**Federal and State Work Study positions run from the first day of school to the last day of the semester of which you are attending. You may also work during the summer if you take 6 credits during the summer and/or sign an agreement that you plan to attend the next fall.