Faculty/Portfolio:Faculty of Science, Biological Sciences

Unit: Centre for Prions and Protein Folding Diseases

Position Title: Research Associate

Position Type/Job Family: Research Associate

Incumbent Name (if applicable):Click here to enter text.

Date of Completion:Click here to enter a date.

**SIGNATURES:** The signatures below indicate that all parties have read and understand the information in this Position Description.

**INCUMBENT (if applicable)**

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*Name Signature Date*

**PRINCIPAL INVESTIGATOR/SUPERVISOR**

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*Name Signature Date*

**CHAIR/DEAN/VICE-PRESIDENT**

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*Name Signature Date*

**POSITION SUMMARY:** Give a brief summary of the position covering the main responsibilities, the framework within which the position has to operate, and the main contribution to the organization.

* Develop, trouble-shoot and execute scrapie cell assay experiments to measure prion infectivity. This involves infecting cell monolayers immobilized on ELISPOT plates, carrying out immunohistochemical analysis and visualization by scanning by robotic (InCell) microscopy (Klohn et aI., PNAS 100: 11666- 671; Mahal et aI., PNAS 104:20908-13)
* Coordinate infectious sample analysis within the enhanced level 2 (BSL2+) containment facility at the Centre for Prions and Protein Folding Diseases (CPPFD). Users with infectious samples for testing comprise intramural faculty, University users, users from other Albertan and Canadian universities.
* Coordinate/oversee research activities within the BSL2+ containment facility at the CPPFD
* Maintain the biosafety protocols for the BSL2+ containment facility at the CPPFD with oversight from the Facility Use committee
* Maintain instrument certification for the BSL2+ containment facility at the CPPFD
* Train students and research assistants in the proper procedures to be used within the enhanced containment facilities in the CPPFD
* Foster communications with off-campus partners
* Oversee the inventory for the enhanced containment facility including arrangements for import and export of infectious prion samples
* Assist with the preparation of research grant applications and manuscripts (e.g., collating prion bioassay data)
* Ensure that all materials/supplies needed for research within the enhanced bio-containment facilities in the CPPFD are stocked and available for researchers as needed
* Serve as a liaison between the facility and the Bio-Safety Office at the University of Alberta
* Track bioassay progress and communicating progress to investigators

**KNOWLEDGE, SKILLS AND ABILITIES:** Provide a list of the most important knowledge, skills and abilities including knowledge about practical procedures, specialized techniques, analytical and conceptual skills, and abilities and skills needed for interaction with others. Specify the level (or type) of post-secondary education that is required.

* PhD in Molecular Biology, Cell Biology or Biochemistry
* Experience with tissue culture and/or in enhanced level containment laboratories preferred
* Experience with trouble-shooting cell-culture based assays.
* Interpersonal skills necessary to facilitate interactions with a range of users including students, PDFs, PI's, and administrators
* High-level organizational skills commensurate with coordinating, deploying and reporting assays on behalf of different users

**ORGANIZATION CHART:** An organization chart must be included, indicating supervisor, peers and other positions in the area/unit.