

Summary of Discussion – PI Leadership & Management Workshop #2: Hiring

What are the roles of each lab member?

Postdoc: write grants and papers, supervise undergraduates, graduate students, visiting scientists, begin their own research projects. The role of a postdoc may change over their duration in the lab.

Graduate Student: responsible for their own research, maintain and contribute to records of lab “knowledge”, mentor undergraduate students.

Technician: their role may be broad or specific depending on the size and scope of the lab, the same goes for their level of experience. They may be responsible for maintenance of equipment, enforcing compliance with university/granting agency/safety regulations, training of other lab members (e.g. student hourly), troubleshooting, product evaluation, working on unpublishable pieces in the lab.

Student Hourly: dishes, writing up lab procedures, organization of supplies, procedures etc.. One question to ask yourself: will their hours work with the tasks you want completed? For example, 2 hours a day may not be enough to complete tasks like pouring media plates.

Lab Manager: their role may be broad or specific depending on the size and scope of the lab, the same goes for their level of experience. They may order supplies, take care of finances and the budget, handle some communication between the lab and the PI.

Administrative Assistant: May order supplies, do scheduling, organize paperwork re: grants, patents, compliance.