

POSITION DESCRIPTION
For the period July 1, 2019 through June 30, 2020

NAME:

FLSA Status: Exempt

TITLE:

Researcher IV

DEPT/DIVISION:

Surgery/Plastic Surgery

GENERAL DUTIES

This position provides education/training in microsurgical principles/techniques and provides technical assistance and supervision of other technicians in physiological and neurophysiological aspects of projects in the areas of Microneuro, Microvascular, Plastic Surgery and other surgical fields as time allows.

ORGANIZATIONAL RELATIONSHIPS

This position receives direction and supervision from the Chief of Plastic Surgery or the Research Assistant Professor.

DUTIES AND RESPONSIBILITIES

The following information is intended to be representative of the work performed by incumbent in this position and is not all-inclusive. The omission of a specific duty or responsibility will not preclude it from the position if the work is similar, related or a logical extension of the position responsibilities.

Demonstrates, by actions, commitment to the mission and the behavioral standards of SIU School of Medicine. Provides excellent service to both internal and external customers through collaboration and partnership; compassion and respect; integrity an accountability; diversity and inclusion; as well as continuous learning and improvement.

Teaching/Training

20%

1. Provides an elective course in general microsurgical techniques for medical students after first applying to the director of the microsurgery research unit for approval.
2. Provides training and assistance to the microsurgery research fellow, surgical residents, and / or staff in various specialties: plastic and reconstructive surgery, orthopedic surgery, vascular surgery, urology, neurosurgery, ophthalmology, otolaryngology and gynecology, as time allows and with permission of the director of microsurgery research unit. Completes evaluation forms in conjunction with the SIU School of Medicine policies and procedures for all residents/students who rotate through the microsurgery research unit. Meets with Plastic Surgery residents, Microsurgery/Hand Fellow and Burn Fellow applicants, describing available equipment, functions and expertise for research projects in the Plastic/Microsurgery Laboratory.

Surgery/Experiments

50%

1. Supervises laboratory assistants, trains them in surgical and analytical techniques, and coordinates their efforts in the micro and plastic surgical research projects.

2. Assists residents and faculty in the creation and development of new models and techniques to test hypotheses for experiments, i.e., tissue engineering – chondrocyte, adipocyte, urothelium, neo-tracheal structures, Schwann cell.
3. Coordinates residents, medical students, fellows and staff for complex experiments requiring multiple areas of expertise, i.e., surgery, cell-culture, flow cytometry, histology, and computer aided planimetry. Maintains relationships with other researchers and faculty to provide continuity to all research projects.
4. Prepares animals prior to surgery, assists during surgical experiments, disposes of animals after surgery, prepares tissue for microscopic or other examinations, and performs surgical procedures independently.
5. Transports equipment and sets up necessary equipment for experimentation, modifies equipment to suit various techniques, does minor electrical or electronic repair or fabrication as needed and cares for surgical operating microscopes and instruments. Sets up biochemical assay techniques presently in use, develops new techniques, and prepares materials for light and electron microscopy.

Preparation/Ordering/Data Analysis

25%

1. Assists residents, faculty and medical students in the writing and editing of research protocols, especially animal protocols for the LACUC. Addresses committee review questions and makes revisions in LACUC protocols.
2. Provides general technical support, orders, stock and cleans laboratory, prepares chemical and drug solutions and administers them to animals.
3. Investigates literature for general and specific references of interest to the research program. Records data, calculates data and prepares graphic representation of data obtained in the laboratory.

Demonstrations/Tours

5%

1. Performs laboratory work independently with a high degree of skill. Provides and assists faculty in delivery of instructional programs or demonstrations, and performs non-routine tests as required. Acts as a resource for microsurgical information for the School.
2. Conducts tours and gives informational lectures on the principles of microsurgery and the purpose of the microsurgery training and research laboratory to various public groups, visitors, members of the news media, as well as faculty candidates, and resident and fellowship candidates.

AUTHORITY AND RESPONSIBILITY

This position may make recommendations regarding personnel issues (hiring, firing, salary, discipline) working with the Division Chief. This position may also make lab policies and keep the Division Chief informed of these. The individual will need to seek fiscal officer approval as needed for purchases, etc. This individual will work independently with a high degree of skill to perform research projects.

REQUIRED QUALIFICATIONS

Sensitive to the needs of underrepresented minority populations

PhD or MA/MS degree in appropriate field and a minimum of four experience or BA/BS degree with eight years of relevant experience.

ENVIRONMENTAL, HEALTH AND SAFETY RESPONSIBILITIES

Participates in meetings, trainings and other environmental, health and safety activities as required by SIU School of Medicine

WORKING CONDITIONS AND PHYSICAL DEMANDS

See attached Physical and environmental Requirements form

Date
Researcher IV
Division of Plastic Surgery

Date
Carrie Harrison
Research Laboratory Coordinator
Division of Plastic Surgery

Date
Reuben Bueno, MD
Professor and Chief
Division of Plastic Surgery

Date
Michael Neumeister, M.D.
Professor and Chair
Department of Surgery

PHYSICAL AND ENVIRONMENTAL REQUIREMENTS

SIU SCHOOL OF MEDICINE

Incumbent: _____ Classification: Researcher IV
 Position No. (if applicable): _____ Department: Surgery-SMS

WORK ENVIRONMENT: (Check all applicable environments)

<input type="checkbox"/> Office	<input type="checkbox"/> Hospital
<input type="checkbox"/> Clinic	<input type="checkbox"/> Warehouse
<input checked="" type="checkbox"/> Research Laboratory	<input type="checkbox"/> Outdoors
<input type="checkbox"/> Other (Be Specific): _____	

PHYSICAL DEMANDS:	Seldom <small>(Performed rarely less than 2% of the time)</small>	Occasionally <small>(Performed less than 25% of the time)</small>	Frequently <small>(Performed 26% to 50% of the time)</small>	Constantly <small>(Performed 51% or most of the time)</small>	N/A
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(Click on the Physical Demands Definitions button at the bottom of the form for a list of physical demands definitions)

Reading	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Writing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Speaking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Close visual acuity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Travel	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hearing - Conversation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Hearing - Other Sounds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Stooping	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Squatting	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Gross hand manipulation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Fine hand manipulation	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working in dust, fumes, gases, or irritants	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working at heights	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working in extreme cold, heat and/or humidity	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Working in close quarters	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Climbing	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Operating motor vehicles	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sitting	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Standing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Walking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Working above shoulder level	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Twisting	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kneeling	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pushing or pulling	10 - 20 lbs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Carrying	10 - 20 lbs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Lifting	10 - 20 lbs.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (Please list): <u>Work with animals</u>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

I affirm the environmental and physical demands listed on this form are an accurate reflection of the requirements of this position to the best of my knowledge and belief.

I have read, understand and am capable of meeting the physical and environmental demands of this position.

Supervisor Signature: _____ Date: _____ Supervisor Name: Carrie Harrison

Employee Signature: _____ Date: _____