ANNOUNCEMENT OF POSITION VACANCY
Research Assistant

SUMMARY: This position works with CMU’s Forensic Investigation Research Station (FIRS) to collect data on corpses, process the data, combine it with weather station data, run quality control and quality assurance checks on the data, and run statistical analyses on the data. The position will assist in the intake of human donations for FIRS, maintaining the databases, and analyzing the photographs and donations for qualitative changes. The position is funded by a two year grant from the National Institute of Justice, ending December 31st 2018.

Essential Duties and Responsibilities include:
• Work closely with the research project Co-Principal Investigators (COPIs), the Director of FIRS and an Assistant Professor of Biology.
• Maintain appropriate documentation and records, including archiving research project data.
• Work with and communicates effectively with the project principal investigators and any students assigned to the project.
• Provide day-to-day recording and photography of remains.
• Calculate and record the accumulated degree days and other weather data.
• Perform quality assurance/quality control checks on the Bioelectrical Impedance Analysis (BIA) equipment and data input.
• Run preliminary statistical analysis.
• Assist with FIRs database maintenance.
• Evening and weekend work may be required.

The research station includes both an indoor and outdoor facility. Both have areas that may include biohazards and the use of Universal Precautions is required. The FIRS research subject matter may occasionally generate strong odors. Responsibilities associated with this job include work in all types of weather (heat/cold/rain/snow). The ability to record observations and take data measurements from a variety of scientific instruments in this environment is essential. The research assistant must have the ability to use a Digital Single-Lens Reflex (DSLR) camera.

The outdoor facility is several hundred yards from the indoor facility and the incumbent will carry equipment and recording devices between the two, while opening large, locked gates.

The indoor facility at FIRS includes a classroom, a dry lab, a wet lab, and a morgue cooler.

The research assistant will also have an office on campus, which is a standard academic office and environment.

Non Essential Duties include the following:
• Assist with intakes of FIRS donations.
• Assist with maceration of human remains.

REQUIRED EDUCATION & EXPERIENCE:
• Master’s degree from an accredited institution in biology, physical anthropology, or related field.
• Experience working with human remains.
• Strong quantitative and computer skills.
• Ability to conduct statistical analyses.
• Proficiency in MS Office especially Word, Excel, Access, and PowerPoint.
• Ability to manage multiple different tasks and priorities while meeting deadlines.
• The individual will be working both at the Forensic Investigation Research Station as well as the main campus of Colorado Mesa University. Must supply own transportation between the two facilities, which is about 11 miles. A valid driver’s license is required.
DESIRED QUALIFICATIONS/EXPERIENCE:

- One year of experience in a scientific capacity with human remains.
- Ability to work in a flexible, professional, collaborative manner with colleagues.
- Ability to problem-solve and communicate effectively with a diverse group of colleagues and students.
- Previous research experience.
- Experience in biohazard areas and knowledge of Universal Precautions.
- Ability to communicate effectively and clearly both verbally and in writing.
- Strong attention to detail.
- Experience supervising undergraduate students.
- Willingness to assist undergraduate and visiting researcher.

Colorado Mesa University is particularly interested in candidates who have experience working with students from diverse backgrounds and who have a demonstrated commitment to improving the levels of access and success for underrepresented students within higher education.

TYPE OF APPOINTMENT: Full-time administrative appointment.

SALARY: Commensurate with education and experience. Excellent health and retirement benefits package.

APPLICATION DEADLINE: Open until filled. To ensure consideration, complete applications must be received by December 21, 2015.

APPLICATION:

Submit a cover letter describing qualifications and experience as they relate to the specific requirements, responsibilities, and preferences of this position, current resume, a copy of transcripts for all degrees completed (official transcripts will be required upon hire), the names, phone numbers and e-mail addresses of three professional references, and the following completed forms:

- Applicant Authorization to permit Search Committee members to review candidate transcript
- Applicant Authorization and Release to Conduct Reference and Background Check form
- Voluntary Affirmative Action form

Mail to:

Forensic Research Assistant Search Committee
Human Resources, LHH 237
Colorado Mesa University
1100 North Avenue
Grand Junction, Colorado 81501-3122
Phone: 970 248-1820

Colorado Mesa University is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final applicants being considered for employment. Background investigations include reference checks, a criminal history record check, and when appropriate, a financial and/or motor vehicle history. Applicant must be able to verify U.S. employment eligibility. Colorado Mesa University is an Equal Opportunity Employer, committed to a culturally diverse faculty, staff and student body. Women and minorities are encouraged to apply.

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