

## **RC Fabrication Lab: Assistant**

### **Description:**

The development of the Harriet Irving Library Research Commons, has transformed the third floor of the Harriet Irving Library into an interdisciplinary, research-driven learning environment to further innovation at UNB. The Fabrication Lab at the Harriet Irving Library Research Commons provides tools and fosters community for engaging in hands-on learning and making activities. The Fabrication Lab is a versatile space open to people at all skill levels. We promote creativity, empowerment, and active learning for all members of the UNB community.

The UNB HIL Research Commons respects and values diverse life challenges and strives to create an environment that is inclusive and welcoming. Successful candidates will be reporting to the HIL Research Commons Manager.

### **Position Summary:**

- Operate and host the Fabrication Lab. The successful candidate will assist and support community members who use the equipment and software.
- Open, provide access, and secure the Fabrication Lab.
- Follow and enforce Fabrication Lab policies.
- Maintain the space and equipment, including cleaning the equipment, tidying up the space, and logging the activity details.
- Assist with creating promotional materials for the Research Commons.
- Complete all required paperwork as part-time employee (tax forms, timesheets, etc.)

### **Requirements/Skills:**

- Candidates should be either a current UNB student or recent graduate with a bachelor's degree. Students from all disciplines will be considered.
- Ability to work and support a safety-first workspace.
- Proficiency with Windows computers.
- Motivated and willing to learn various technologies such as, 3D printing, 3D scanning, document scanning, Cricut making and sewing.
- Strong oral and written communication skills
- Ability to work effectively in a team environment.
- Experience and/or desire to teach and help patrons.
- Strong troubleshooting and problem-solving skills.

### **Hours:**

Part-time hours, up to 10hours a week during the operating hours of the Fabrication Lab. Schedules can be arranged around class hours and the candidates' other duties, as necessary.