Example Research Assistant Job Description

RA Name: [First] [Last]

Appointment Period: One year. Example, Autumn 2016 (September 16, 2016 through September 15, 2017)

Advisor: [First] [Last]

General duties
Your general duties will be to continue your required academic coursework, while also carrying out research leading to your dissertation. Your research group advisor will inform you of specific requirements regarding research credit enrollment expectations as well as overall guidance. In general, however, your duties will include the following:

- Enrollment in 600 level research course (credits are variable based on advisor recommendation)
- UW training in safe laboratory procedures, hazardous waste disposal, and other specialized training required in your research area
- Literature review
- Experimental and/or theoretical analysis
- Accurate and complete results recording
- Reporting, in various forms (conference and journal publications, progress reports, posters, research seminars, etc.)
- Complete required coursework satisfactorily

Additional duties defined by Advisor:

Your research advisor will evaluate your performance throughout the year as described in the MoE Graduate Student Handbook.

Students: Please obtain signatures below, make a copy for your own records, and then return the signed original form to MoES 221 no later than the first day of the quarter.

RA Signature: ___________________________ Date: ____________

Advisor Signature: ___________________________ Date: ____________