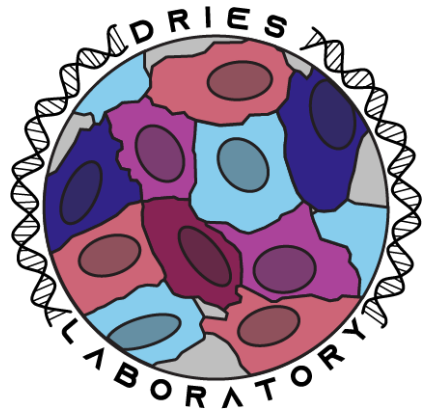


May 23, 2022
Title: Lab Manager

The lab manager will provide research and operational support for the experimental and technological components of the lab. This role is approximately 65% bench research, 10% data analysis and writing, and 25% logistical and administrative support, but is flexible depending on the applicant's interest. Research focus will be on understanding how the cellular microenvironment contributes to breast cancer development and resistance to therapy. The lab manager will work closely with clinical and scientific collaborators and members in the lab.



Responsibilities will span the research process and include experimental work, data analysis and interpretation, and logistical support of a mid-sized academic research lab. The lab manager will support and run a new platform for spatial subcellular transcriptomic analysis. The lab manager will also be responsible for processing and collecting samples from breast cancer patients to ensure successful storage and access of the generated datasets. Similarly, the lab manager will help to develop 3D breast cancer models, including maintaining cell lines, running quantitative and qualitative analyses of the project, and helping with the experimental design. There will also be opportunities to contribute to manuscript preparation, grant writing, and literature review. As lab manager this position will include some logistical responsibilities, including ordering, lab safety, assisting in the recruitment and training of undergraduates, and other issues as they arise.

This position is part of a multidisciplinary team comprised of physicians, researchers, biostatisticians, and computer scientists. There is ample opportunity for development within this role, which is well-supported by senior research faculty. This position is ideal for a young investigator with interest and experience in cancer biology and genomics, looking to make a substantial contribution to public research and health within a diverse and enthusiastic research team.

ESSENTIAL RESPONSIBILITIES / DUTIES:

- Conduct deep and thorough review of subject literature
- Maintain and support an innovative spatial subcellular transcriptomic platform
- Assist with tissue culture work and design of experimental work
- Create libraries for next generation sequencing projects
- Analyze research data using basic and advanced statistical methodologies
- Setup processing pipelines for various high throughput data
- Write and edit manuscripts at various stages of development
- Maintain project records and ensure adherence to established timelines
- Balance multiple competing priorities and tasks
- Assist with project documentation, reporting, presentations, and preparation of manuscripts
- Maintain and update project and regulatory files, as necessary
- Administrative tasks

OTHER DUTIES:

Tasks related to routine administration of research projects including meeting attendance, minutes and notes, scheduling, and logistics of travel.

Must adhere to all of BMC's RESPECT behavioral standards.

EDUCATION:

Requires a bachelor's degree, preferably in biology, a health-related field or statistics, although outstanding applicants from other fields may be considered. Some demonstrated interest in biology should be apparent from educational record.

EXPERIENCE:

1 –2 years of experience in a research role.

KNOWLEDGE AND SKILLS:

- Excellent English communication skills, including comfort with public speaking and formal writing
- Pro-active and self-motivated
- Excellent interpersonal skills, professionalism, and collaborative spirit
- Mastery of molecular biology experiments
- Experience with cancer cell lines and tissue culture work
- Understanding of genomics
- Familiarity with R, Julia or Python and usage of the command line (unix) is a plus
- Data visualization and graphical communication useful
- A proven ability to learn and apply new technical skills
- Cultural sensitivity and ability to work well with individuals from diverse social, racial, ethnic, and economic backgrounds
- Organizational ability to perform multiple tasks efficiently and to prioritize duties
- Must be able to maintain strict protocols of all confidential or sensitive information