

Research Facilities Manager

Western Michigan University Homer Stryker M.D. School of Medicine is seeking a Research Facilities Manager within the Investigative Medicine Department. The Research Facilities Manager is responsible for handling daily operations within the core facilities.

Requirements:

- Two years of experience in a similar role preferred.
- BA or BS in Biological Sciences or Engineering required, MS or PhD preferred.
- Sanger Sequencing and Next Generation Sequencing experience required.
- Research experience preferred.
- Experience in analytical problem solving.
- Demonstrates the ability to recognize priorities in organization of work flow.
- Able to perform duties independently, with a minimal need for direct supervision.

Essential Duties:

- Communicates problems or matters of a scientific, technical and/or administrative nature within the department and interdepartmentally utilizing computer technology
- Maintain the CO₂, N₂, and LN₂ for equipment requiring these gases (in all cores and labs)
- Coordinates hazardous and regulated waste management programs in cooperation with Environmental Services
- Maintain monitoring of all cold storage
- Maintain glassware washing function for the department
- Manage stock of PPE
- Maintains equipment and inventory through making minor adjustments, performing scheduled maintenance, and troubleshooting major problems utilizing departmental resources and manufacturers telephone trouble lines
- Provides instruction in laboratory technique, instrumentation, and application of laboratory test procedures to new technologists or technicians and students
- Manages lab members and assists the supervisor with the development of technical procedures and protocols
- Oversees all activities in the core labs. Organizes and prioritizes work to meet specific goals and accomplishments. Manages lab users time
- Manages organization and overall function in the core labs
- Provides feedback to lab members and department managers
- Maintains clean and efficient work area and replenishes supplies as necessary. Responsible for inventory maintenance
- Manages and directs various assays on purified populations including one or more of the following:
 - Immunofluorescent staining
 - ELISPOT
 - ELISA
 - RNA isolation/RT-PCR
 - qPCR-digital PCR
 - Protein extraction/Western blotting
 - Additional functional assays manages and directs various sequencing protocols
 - Sanger Sequencing
 - Next Generation Sequencing
 - PCR clean up
 - Library prep
 - Coordinates activities with collaborating investigators
 - Prepares stock solutions and reagents
- Assists other facility personnel in routine maintenance procedures and emergency repair situations
- Laboratory on-boarding – in collaboration with the Business and Operations Manager
- Availability to work weekends or evenings to complete time sensitive projects
- Acquires knowledge for new technology and policy/procedure revisions
- All other duties as assigned

Interested and qualified applicants should apply online at <https://careers-wmich.icims.com/jobs/1705/research-facilities-manager/job>. All other open positions are located on our main website at www.med.wmich.edu.

About Western Michigan University Homer Stryker M.D. School of Medicine

As one of the newer U.S. medical schools, WMed is an exciting environment to pursue an academic career. The medical school is a collaboration of Western Michigan University (WMU) and Kalamazoo's two teaching health systems – Ascension Borgess and Bronson Healthcare. The medical school is a private 501(c)(3) nonprofit corporation supported by private gifts, clinical revenues, research activities, tuition, and endowment income.

WMed is fully accredited by the Liaison Committee on Medical Education and the Higher Learning Commission. The inaugural medical student class graduated in 2018 after completing an innovative, patient-centered, four-year curriculum that prepared them to be exceptional clinicians, leaders, educators, advocates, and researchers of tomorrow. WMed also offers three Master of Science degree programs in Biomedical Sciences, Clinical Informatics, and Medical Engineering.

More than 200 residents and fellows train in ten residencies and five fellowships accredited by the Accreditation Council for Graduate Medical Education. WMed residents and fellows serve patients throughout southwest Michigan in affiliate hospitals and in the WMed Health outpatient clinics.

To support its mission to educate and inspire lifelong learners, WMed has Joint Accreditation for interprofessional continuing education, which incorporates accreditation by the Accreditation Council for Continuing Medical Education.

WMed Health is the clinical practice of the medical school with more than 330 providers (including residents and fellows) offering comprehensive primary care and specialty services. Housed in several locations throughout Kalamazoo and Portage, WMed Health is accredited by The Joint Commission with certification as a Primary Care Medical Home. The Department of Pathology faculty serve as the Office of the Medical Examiner for multiple counties in Michigan.

The 350,000 square foot educational building on the W.E. Upjohn M.D. Campus located in downtown Kalamazoo underwent a more than \$78 million renovation and expansion including two laboratory research floors, forensic pathology lab, and a state-of-the-art Simulation Center that is accredited by the Society for Simulation in Healthcare.

WMed is building upon Kalamazoo's century-long foundation of drug discovery and medical device development with a strategic investment in clinical, laboratory, community, and educational research. The Center for Immunobiology, Center for Clinical Research, WMed ForenTox, Research Histology Lab, Innovation Center, Division of Epidemiology and Biostatistics, and Human Research Protection Program contribute to WMed's advancement of knowledge through innovation and discovery.

Western Michigan University Homer Stryker M.D. School of Medicine is an Equal Employment Opportunity/Affirmative Action employer of females, minorities, individuals with disabilities, and protected veterans, and actively strives to increase diversity within its community. We provide a drug- and tobacco-free workplace.

EEO Minorities/Women/Disabled/Protected Veterans.