

# SRA 2

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## Classification Information

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### Classification Information

<b>Job Code</b>	009617
<b>Job Title</b>	SRA 2 NEX
<b>Job Group</b>	B19 Sciences Lab, Field Mid
<b>FLSA Status</b>	Non-Exempt
<b>Union Code (Bargaining Unit)</b>	RX
<b>Salary Plan</b>	UCRX
<b>Salary Grade</b>	108
<b>Classified Indicator (Personnel Program)</b>	Professional & Support Staff
<b>Minimum Annual Salary</b>	58547.52
<b>Maximum Annual Salary</b>	94189.68
<b>Midpoint Annual Salary</b>	
<b>Minimum Hourly</b>	28.04
<b>Maximum Hourly</b>	45.11
<b>Midpoint Hourly</b>	
<b>HEERA/Union Representation</b>	This position is covered by a collective bargaining unit.

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## Position Details

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### Position Information

<b>Department</b>	MED:MIND INSTITUTE (049007)
<b>UCPath Position #</b>	41030436
<b>Position Description #</b>	3008720
<b>Position (Working Title)</b>	SRA 2
<b>Employee Relations Code</b>	All Others, Not Confidential
<b>Employee First Name</b>	
<b>Employee Last Name</b>	
<b>Employee ID</b>	
<b>Supervisor</b>	

**Reports To Name** David Amaral  
**Reports to Job Title** PROF-HCOMP (Distinguished Professor)  
**Reports to UCPATH Position #** 40213408

### Position Details

**Job Summary** The incumbent will provide technical, scientific, and organizational assistance in the day-to-day tissue processing, histology, and tissue distribution operations of Autism BrainNet at the UC Davis MIND Institute. The ideal candidate will have a strong education or background in histological processing of brain tissue, and effective interpersonal, communication, organizational, and decision-making skills. They will have the ability to work well independently and as part of a team.

**Department Purpose** The UC Davis MIND Institute is an interdisciplinary research, clinical, and educational center committed to deepening our scientific understanding of the challenges associated with autism and other neurodevelopmental conditions. It is a matrix organization and encompasses over 250 faculty and staff from 14 academic departments with an annual operating budget of approximately \$4 million, contract awards totaling approximately \$16 million, and gifts and endowments valued at approximately \$25 million. The MIND Institute also houses 2 sponsored center grants: the Intellectual and Developmental Disabilities Research Center (NIH), University Center for Excellence in Developmental Disabilities (AUCD); 3 federally sponsored training grants: Autism Research Training Program (NIH), Developmental Behavioral Pediatric Fellowship Program (HRSA), and the Leadership Education in Neurodevelopmental and Related Disabilities (HRSA); and 2 programmatic infrastructure grants: the Research Network for Creating Partnerships with Diverse and Underrepresented Communities (PCORI) and Redwood SEED Scholars (DoEd). The MIND Institute also has an out-patient clinic with approximately 8,000 visits per year.

Autism BrainNet, funded by the Simons Foundation Autism Research Initiative (SFARI), is a collaborative network of academic sites that collects, stores and distributes postmortem brain tissue for autism research. This resource is intended to support the highest-quality and most rigorous research into the underlying genetic and neuropathological mechanisms that contribute to autism spectrum disorder (ASD) and related neurodevelopmental conditions. As part of the Autism BrainNet team, the incumbent will, under supervision, participate in a histological core that will process human brain tissue prior to distribution to approved investigators worldwide.

**Total Number of Staff THIS POSITION Supervises** 0

**Positions Supervised** N/A

**Approved FTE%** 100

**CEMRP2 Code** N/A

### Essential Responsibilities

**Percent(%) of Time** 80

**Function** PROCESSING OF BRAIN TISSUE

**Duties**

- Use cryostat to cut sections of fresh frozen human brain for distribution to investigators
- Fix, cryoprotect, block and section human brain tissue
- Conduct histological staining of tissue for distribution to other researchers
- Use sliding, freezing microtome to cut large-format sections of the fixed human brain
- Take photos or scan stained tissue sections
- Take detailed notes during sectioning
- Upload information to database of brain samples

- Prepare and ship slides and brain material to other researchers and collaborators outside of the university

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**Percent(%) of Time****Function****LABORATORY MAINTENANCE AND OTHER DUTIES****Duties**

- Maintain detailed tissue sample handling, status, receiving and storage database, to ensure organization, IRB and BUA compliance
- Maintain records of all brains including inventory, photography and data entry
- Clean, sterilize equipment, prepare stock solutions, order service calls, and help to maintain laboratory organization
- Maintain general use chemicals and cleanliness of the laboratory and provide assistance to other technicians
- Participate in administrative staff meetings and complete required training modules, annual reviews and health clearance (e.g., TB) by specified due dates
- Complete special research projects from Autism BrainNet Scientific Director

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**Percent(%) of Time****Function****LABORATORY SAFETY AND COMPLIANCE****Duties**

- The candidate must ensure IRB, NIH, HASTOC, and EH&S compliance and recommendations for processing fixed human tissue
- Maintain all relevant documentation and ensure training records are up to date
- Assist in the preparation of any new Biological Use Authorizations and prepare any amendments as needed
- Follow all laboratory safety procedures and be compliant with UC safety policies, government agencies and agencies funding the program

**Qualifications****Required Licenses and Certifications****MINIMUM QUALIFICATIONS****Additional Minimum License/Certification****Minimum Education/Experience**

- Bachelor's degree in neuroscience or related field with a minimum of 2 years of experience in conducting research studies in a neuroscience-related discipline (e.g., undergraduate thesis) Or, degree in medical histology with demonstrated evidence of facility with cryostats and other neuroscience histological strategies.
- Minimum of 2 years of experience in a histology laboratory with demonstrated basic histology lab skills. (e.g., pipetting, sectioning and staining tissue)

**Minimum Knowledge, Skills, and Abilities (KSA)**

- Must have experience using cryostat for sectioning of brain tissue
- Must possess knowledge of histological principles and basic laboratory techniques
- Demonstrate experience or working knowledge with human or animal brain tissue
- Ability to maintain detailed and accurate records
- Ability to work as part of a team
- Ability to independently and effectively identify resources to solve problems
- Excellent organization skills, ability to focus and work with multiple interruptions
- Facility with computer programs, such as MS Word, Excel and Adobe Photoshop

**PREFERRED QUALIFICATIONS****Preferred License/Certification**

- Preferred ASCP certified Histotechnician or Histotechnologist

**Preferred Education/Experience****Preferred Knowledge, Skills, and Abilities (KSA)****Special Conditions of Employment****Smoke free work environment**

The Smoke and Tobacco Free Environment policy is intended to provide a healthier, safer, and more productive work and learning environment for the entire UC community. The University of California prohibits smoking and tobacco use at all University owned or leased properties, or facilities operated by UC staff or faculty. Smoking and tobacco use are strictly prohibited in indoor and outdoor spaces, parking lots, residential space, and University vehicles.

<https://ucdavispolicy.ellucid.com/documents/view/271>

**Work Environment**

Must be able to work occasional evenings and/or weekends.

**Outdoor Work Environment**

No

**Background Check for Critical Position**

The University is committed to providing a safe and secure environment for its staff, faculty, students, patients and others in the University community. To support these efforts, a background check is required by [PPSM 21 Selection and Appointments](#) after a candidate has received a conditional offer of employment in a critical position. (View the policy for details). Employment is contingent upon successful completion of background check(s) for critical positions, which includes but is not limited to criminal record history background check.

If any of the following apply, then this position shall be designated as critical and a background check will be required and you select "yes" below. If none of the following apply, then this position is not critical and not eligible for a criminal record history background check; and you will select "no" below.

**This is a critical position, as defined by UC policy and local procedures, and as such employment is contingent upon successful completion of background check(s), including but not limited to criminal record history background check(s)** Yes

**Cash-Handling Position**

**The duties or functions of this position include the handling of cash (or cash equivalents)** No

**Mandated Reporter under the Child Abuse and Neglect Reporting Act and UC Policy**

Certain positions are designated as mandated reporters under the Child Abuse and Neglect Reporting Act (CANRA) and [UC policy](#). Mandated reporters are required to report child abuse and neglect to specified authorities. (View the policy for details and definitions)

If any of the following apply, then an employee in this position shall be designated as a mandated reporter under CANRA and UC policy and you select "yes" below. If none of the following apply to this position, then select "no" below.

**This position is designated as a mandated reporter under CANRA and UC policy and employment is contingent on complying with applicable policies, procedures and training requirements** Yes

**Principles of Community**

**Principles of Community**

UC Davis is a diverse community comprised of individuals having many perspectives and identities. We come from a multitude of backgrounds and experiences, with distinct needs and goals. We recognize that to create an inclusive and intellectually vibrant community, we must understand and value both our individual differences and our common ground. The UC Davis Principles of Community is an aspirational statement that embodies this commitment, and reflects the ideals we seek to uphold.

<https://diversity.ucdavis.edu/principles-community>

**ADA Checklist****ADA Checklist****Mental Demands**

Analytical and Problem Solving - Occasionally, Confidentiality - Constantly, Detailed Work - Constantly, Math - Occasionally, Multiple Concurrent Tasks - Occasionally, Reading (documents or instruments) - Frequently, Reasoning - Occasionally, Training - Occasionally, Verbal Communication - Frequently, Written Communication - Occasionally

**Additional Mental Demands****Physical Demands**

Attendance - Constantly, Cleaning - Frequently, Sitting - Frequently, Speaking - Occasionally, Squatting, Stooping, Bending - Occasionally, Writing - Occasionally, Grasp - Occasionally, Talk or Hear - Occasionally

**Lifting Requirements**

None

**Visual Acuity Requirements**

Close Visual Acuity (e.g., viewing a computer screen; using measurement devices) - Frequently, Color Visual Acuity - Occasionally, Peripheral Visual Acuity - Frequently, Depth Perception - Frequently

**Noise Conditions**

None

**Physical Demands (Elements Exposed to)**

Blood - Frequently, Chemicals - Frequently, Hazards - Frequently

**List Any and All Additional Equipment Needed to Perform the Duties****Additional Physical Demands****Please Select Any and All Equipment Needed to Perform the Duties**

Calculator - Frequently, Chemicals - Frequently, Cleaners - Occasionally, Computer and Peripheral Equipment - Frequently, Lab Apparatus - Frequently, Machines - Frequently, Scanner - Frequently, Telephone - Occasionally, Tools - Occasionally, Face Shield - Frequently, Surgical Face Mask - Occasionally, Gown/Apron/Protective Clothing - Frequently, Gloves (rubber, latex) - Frequently