



VOLUNTEER LAB ASSISTANT

Organizational Information:

The Galveston Bay Foundation (GBF) was founded in 1987 as a nonprofit organization to preserve, protect, and enhance Galveston Bay, one of the world's most productive estuaries. Its balanced programs in advocacy, conservation, education, and research strive to ensure that Galveston Bay remains a beautiful and productive place for generations to come. To learn more about the organization and its programs, please visit www.galvbay.org.

Position Title:	Volunteer Lab Assistant
Reports to:	Water Quality Program Assistant
Hours:	Part time; lab time dependent upon number of samples to be processed
Compensation:	N/A; volunteer position without pay or benefits

Summary: The Volunteer Lab Assistant works in the Galveston Bay Foundation laboratory processing the Volunteer Water Monitoring Team's samples. This is in addition to their monthly Volunteer Water Monitoring duties.

Specific Duties:

- Coordinate lab schedule with GBF staff
- Receive and track samples as they arrive at the GBF lab
- Process field samples according to provided standard methods
- Follow GBF's Lab Safety Protocol
- Maintain strict quality control practices based on GBF's EPA-approved Quality Assurance Project Plan

Qualifications:

- Certification as a Texas Stream Team Monitor
- Establishes ability to adhere to monitoring schedule
- Available during weekdays
- Maintains flexibility – a key trait due to the nature of this position
- Analyzes a minimum of four samples per month
- Must pass written and practical evaluations
- Ability to stand in confined spaces
- Comfortable with working independently
- Effective written communication skills
- Organizational and/or laboratory skills a plus

The Galveston Bay Foundation office is located in Webster, TX, in the Clear Lake area of Houston, approximately twenty-five minutes south of downtown Houston.

To apply, send Volunteer Lab Assistant application form to: waterquality@galvbay.org

Program funded in part by:

