**DESCRIPTION**

The McConnell Group (TMG) is a health science company, providing a comprehensive selection of professional and technical services and products designed to enhance the success of companies in a rapidly changing market. TMG also provides extensive support in biomedical research to enhance the prevention, therapies, and cures for both human and animal health. We are a fast-growing company and seek professional individuals to join our diverse and talented team of employees. We currently seeking a Lab Coordinator to work at Walter Reed Army Institute of Research (WRAIR) in Silver Spring, MD. This position will be supporting The Center for Military Psychiatry and Neuroscience (CMPN). The position is full-time (40 hours/week), on-site, Monday-Friday. COVID-19 vaccine and other occupational health requirements are required. The anticipated start date is Sept. 2022 and is contingent upon contract award. Incumbents are encouraged to apply.

**REQUIRED QUALIFICATIONS**

**U.S. Citizen; master’s degree + 2 years or bachelor’s degree + 5 years’ experience in preclinical research; rodent models**

**RESPONSIBILITIES**

Receive and stay current with all required training courses to conform to Institute policies, including those related to laboratory safety, security, information management, animal care and others. Manage laboratory in accordance with WRAIR, AALAC and Safety regulations and respond to all requests for improvements in a timely manner in coordination with the PI. Manage laboratory equipment in accordance with WRAIR regulations and coordinate with outside vendors to ensure proper function and repairs as needed. Perform behavioral tests on rats, including advanced computer-controlled behavioral testing systems such as elevated plus maze, acoustic startle, open field, operant conditioning, associative conditioning, and other tests as assigned. Perform blood draws, tissue dissection, and proper processing and storage of specimens to support studies. Participates in the development of new methods, approaches, or procedures to include electrophysiological recording and animal surgeries. Process, analyze, and visualize data in graphical or other tabulated formats per laboratory standards. Manage development and maintenance of up-to-date laboratory SOPs and best laboratory practices in coordination with the PI and other research staff. Develop and demonstrate excellent and professional rapport with research assistants in the laboratory, and other Institute personnel. Proactively manage and engage in multiple ongoing laboratory efforts simultaneously to include managing lab calendar to ensure lab resources and personnel are allocated according to lab priorities with input from the PI. Manage orderly storage and inventory of purchased supplies, equipment and materials necessary to conduct experiments and maintain the laboratories, to include laboratory animals; Initiate and track purchase requests for supplies and animals with input from the PI. Draft administrative documents for submission through internal processes with minimal oversight from the PI to include but not limited to minor IACUC amendments, CAPR requests, agreement requests, purchase requests, ARC requests, PBAC requests and annual and other protocol censuses. Orient new technicians to laboratory procedures and standards as needed; coordinate lab member orientations and document proficiencies in technical skills for lab members. Coordinate with oversight departments to ensure compliance with WRAIR regulations. Be proficient in productivity software programs including Word, Excel, GraphPad Prism, SPSS Statistics, and others. Adhere to scientific standards of responsible conduct of research, and scientific integrity.  Must be able to work independently following a brief period of specific technical training.

**COMPENSATION/BENEFITS**  
TMG offers comp. pay and benefits pkg. including health insurance; paid holidays, PTO; EAP; Education Assistance, 401(k) and College Savings Plan.

The McConnell Group is an equal opportunity employer EOE M/F/Disabled/Vet