Job Title: Graduate Assistant - MakerGym

Job Location: UD MakerGym, 125 Academy Street, Room 102, Newark, DE 19716

Position Type: 20 hours per week Assistantship. Must be available for 4 hour shifts during the hours of 2pm - 10pm, Monday through Friday, throughout each semester. Anticipate opportunities to work outside of these times, and reduced/revised hours during academic breaks.

Context of Job
The University of Delaware MakerGym is an interdisciplinary design and fabrication studio serving students from all 7 colleges. The 6,000 sq ft facility includes instructional and collaboration areas, digital fabrication (laser cutting and 3D printing) and physical fabrication (CNC, water jet, wood shop, textiles, electronics).

Technicians support the day to day operations of the MakerGym through technical consultation with users and laboratory assistants, training, machine maintenance, process improvement, inventory and other duties associated with maintaining a fabrication space. Successful candidates will be adept problem solvers, have extensive experience in both physical and digital fabrication, thorough technical understanding of included processes, are comfortable working alone and in positions of shift leadership.

Primary Responsibilities
- Provide MakerGym users with advanced technical/design/fabrication guidance.
- Conduct and certify safe operator training modules for all users and staff.
- Monitor MakerGym users for safe practices and asset security.
- Conduct preventive machine maintenance as established by equipment manufacturers.
- Perform necessary and timely repairs on equipment to maximize availability.
- Maintain consumable and durable goods inventories.
- Secure MakerGym facility, manage equipment inventory.
- Maintain shop cleanliness standards.
- Utilize MakerGym equipment in support of operations and facility improvements.
- Facilitate or support instruction as requested.
- Other responsibilities, as necessary and appropriate.

Administrative Duties
- Complete [renew] prescribed training, including safety and first aid certifications.
- Review staff communication regularly; submit documentation promptly, including safety reports.
- Set an example for users through consistent safe practices, persistence through challenges, and maintain a mindset of inclusion, discovery and collaboration.
- Present a professional appearance; wear a staff uniform, in compliance with safety and hygiene standards.
- Participate in scheduled staff meetings and professional development.
- Serve on MakerGym safety committee.
Qualifications

- Bachelor's Degree in a related field preferred. Associates Degree, Trade Certificate or equivalent professional experience will be considered.
- Specific and demonstrable experience in physical and digital fabrication (Wood Shop, Textiles, CNC, 3D Printing, Laser cutter, Electronics, AR/VR)
- Specific and demonstrable proficiency with microcontrollers and electronic development platforms such as Arduino and Raspberry Pi.
- Specific and demonstrable experience in Computer Aided Design/Manufacturing (AutoDesk, SolidWorks, OnShape, MasterCAM, Adobe)
- Specific and demonstrable experience in mechanical and electrical system diagnostics and repair.
- Specific and demonstrable experience in conveying technical information, particularly to non-technical audience; including new skill development.
- Utilization of Google Productivity Suite; Mac and Windows OS
- Strength and mobility to lift/move equipment or materials weighing 50 lbs.

Applications will not be considered without a cover letter, resume, portfolio and references.

Send applications to Brooks Twilley, twilley@udel.edu