

MOED NOW HIRING

Mayor's Office of
Employment Development
Workforce Centers

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Simulation Operations Assistant- 2153472



Johns Hopkins University is seeking a *Simulation Operations Assistant* who will be part of the **Center for Simulation & Immersive Learning** team responsible for simulation equipment, the management, and operations of daily simulation functions.

The incumbent reports to the Simulation Operations Manager and works collaboratively with all members of the team and stakeholders across the university and the health system. This role engages with activities related to center management and operations, and learning support. To be successful in this position the incumbent will be a proactive problem-solver, be detailed oriented, be customer-centered, process and outcomes-oriented, and demonstrate ability to communicate effectively and learn quickly.

Specific Duties & Responsibilities

- Set up simulation and practice labs for teaching experiences, including gathering supplies, moving human patient simulators and other models, moving equipment and furniture as needed, and providing moulage to mannequins or standardized patients.
- Ensures appropriate use, maintenance, and repair of simulation equipment, including hardware and software.
- Assist with clean up after simulations and labs.
- Provide support to faculty during simulation-based education programs and events.
- Assist with inventory control for disposable supplies.
- Facilitate the movement of equipment and supplies from multiple locations across the Johns Hopkins East Baltimore campus.
- Maintain a clean and safe environment in the Center for Simulation & Immersive Learning.
- Participate in simulation equipment cleaning and maintenance.
- Assist in offering tours of the center and participates in special events of the school as needed.

Minimum Qualifications

- High School diploma or graduation equivalent.

Preferred Qualifications

- Basic allied health, simulation, or relevant experience.
- CPR certification.

If interested in the above position, please complete the following form

<https://forms.office.com/g/cLpYtcbF7U>



Now Hiring is a service of the Mayor's Office of Employment, the Baltimore Workforce Development Board and multiple workforce partners.

