

### **VEMI Lab Logistics Coordinator**

The VEMI Lab is seeking an undergraduate student for their Logistics Coordinator position in the lab. This position will be within the lab itself and does not require programming knowledge. In this position, you must be prepared and willing to work at odd times on a variety of different topics, with varying degrees of difficulty. A commitment to communication and integrity/trust is imperative, as sensitive information may be gathered through this line of work. Tasks may include various writing tasks, scheduling, public communications, note taking, and more. Ideal candidates have strong writing, organizational, creative problem solving, and collaboration skills. They must be personable and ambitious. The opportunity to learn and conduct research and development projects is included. Applying to this position means you have a willingness to learn, a desire to become a part of a growing team, and a passion to improve the world around you.

#### Requirements:

- Good writing, communication and interpersonal skills.
- Ambition and ability to solve problems quickly and creatively.
- Experience working collaboratively with others.
- Good organizational skills.

If you are interested in this position, please email VEMI Director Dr. Richard Corey at [richard.r.corey@maine.edu](mailto:richard.r.corey@maine.edu) with the following information:

1. Letter of interest
2. Resume/CV