

University of Rochester School of Medicine and Dentistry  
Office for Faculty Development

## Junior Faculty Biomedical Research Association Seminar

# Starting Up Your Lab - How to Hire Your First Employee

*Presented by*

**Benjamin D Korman, MD**

Assistant Professor of Medicine-Allergy, Immunology and Rheumatology

**Tiffany Totman, MBA**

Finance Manager, Center for Musculoskeletal Research | Department of Orthopaedics

**Kelly Unsworth, MS, CIP, CCRP**

Director, Research Education & Training | Office for Human Subject Protection

**JoAnne VanBuskirk, BS, CCRP**

CTSI Senior Clinical Research Program Manager | CTSI Coordinator Training program

**Bridget E. Young, PhD, CLC**

Assistant Professor of Pediatrics - Allergy & Immunology

**Thursday, September 23, 2021 | 4:00 p.m. – 5:30 p.m.**

**Virtual (via zoom)**

**To register: <https://forms.gle/A1fuNkm6sGEBsYEV6>**

Hiring your first employee as a junior faculty can be challenging. In this session, we have a panel developed to help answer questions about how to navigate this initial step in establishing your research program at the University of Rochester. They include representatives from Human Resources, UofR administration, Clinical & Translational Science Institute staff, and two early investigators who have successfully hired their first laboratory and clinical staff members. Topics will focus on qualifications for an appropriate employee, how to create a job posting, and how to navigate the hiring process.

*At the conclusion of the seminar, the participant will be able to:*

1. Describe the pathway of hiring a new person for research at the University of Rochester

The URSMD Junior Faculty Biomedical Research Association (JFBRA) is an academic peer group designed to serve the unique needs of early-stage Ph.D. and M.D. faculty to promote our success in scientific discovery, funding, publications, mentoring, teaching and service to the University of Rochester and the greater Rochester community. For more information or to be added to the JFBRA distribution list, please contact the JFBRA Co-directors or email [faculty\\_development@urmc.rochester.edu](mailto:faculty_development@urmc.rochester.edu)

### JFBRA Leadership Co-Directors

**Elaine Hill, PhD**

Associate Professor of Public Health Sciences,  
Obstetrics & Gynecology and Economics

**Homaira Rahimi, MD**

Associate Professor of Pediatrics  
Department of Pediatrics  
Center for Musculoskeletal Research