**Zebrafish Group Responsibilities**

**On zFish license (2017):**Mat, Martin, Ellen, Phil, Annie, Jon O'Beid, Janice, and Rosa

**Feeding schedule:**

        -Monday: Mat

        -Tuesday: Martin

        -Wednesday: Ellen

        -Thursday: Rosa

        -Friday: Phil

        -Weekends: Determined based on availability each week

-Holiday Break: Lab technicians will be feeding and checking health of fish

-Rosa is emergency contact

-Ellen will check until December 28th

-Martin is available every day to check on fish.

**Feeding notes:**

-check if the fish are healthy, if dead fish are found, scoop out and report to Rosa.

- Cull unhealthy fish and report to Rosa.

\*Rosa needs to fill out incident report including which tank fish was found in.

-change the white filter on the system

-fill the reservoir

-sign feeding log

**Breeding Responsibilities for Each User:**

* Eggs are the responsibility of each student/RA for their project.
* If eggs are brought up until adulthood, the juvenile fish are the responsibility of the student/RA including cleaning the tanks, water changes, ensuring they have adequate water quality and temperature as well as food prior to the use of the adult food, and putting the fish on the system once they are large enough.
* Making E3 media
* Ensure that you make paramecium and feed to young fish

**Additional Duties:**

-Setting up the quarantine tanks for the arrival of new fish; checking on the quarantine fish daily; cleaning quarantine tanks once fish are on the system.

-Cleaning the tanks if found dirty (helping the volunteers); changing carbon filter on system if volunteers cannot.

-Keeping rooms 2 and 7 tidy (including bringing the waste bottles to lab and cleaning them)

                 -clean what you use and don't leave it in the sink for someone else.

-Bringing down food and other supplies (plates, gloves, etc) from the lab as required

**Janice Extra Duties:**

-set up a time to have everyone in fish group see how analysis on the fish is performed.

**Rosa's Extra Duties:**

***In zFish room:***

-water quality testing every Monday, Wednesday, and Friday

-feedings on Thursdays as well as the days grad students or 420s are unavailable

-making the net dip solution if required prior to the monthly changes from animal quarters work study student

-setting up feedings during the holidays

-teaching how to perform drug treatments to new students

         -checking calculations for drug concentrations, managing the drugs that are used with the                           zebrafish

***Administrative:***

-ordering, picking up and delivering zebrafish

-ordering zebrafish food

-purchasing equipment/housing/necessities for zebrafish (contacting representatives for any quotes and ordering)

          -keeping track and ordering of the Vybrant Dye for cell labeling (for injections)

-organizing volunteers & grad students for cleaning, feeding, filter changes

-respond to vet requests and reports

-respond to animal quarters technician inquiries and emails

-keeping feeding logs, census, and other forms up to date

         -setting up new students with forms for keys

-filling out incident reports for dead fish

-zebrafish AUPP edits, requests to revise, adding new students, renewal, and progress reports

-attending any meetings regarding aquatic animals with ACC, the vet, or Linda

-responding to any questions and concerns from fish group

          -helping plan out the experiments with the fish projects as needed

          -any issues that are brought to my attention that need to be dealt with