

SCHOOL OF THE ENVIRONMENT

NOTICE RE: TEACHING ASSISTANT (TA) POSITIONS AVAILABLE FOR WINTER TERM 2025

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the School of the Environment invites applications for the following projected TA position for Winter term 2025.

All positions are subject to sufficient enrolment and final budgetary approval.

List of courses that may utilize Teaching Assistants for Winter 2025:

<u>Course # and course name</u>	<u># of projected TA positions and # of hours per position</u>	<u>Duration of position</u>
ESTU 1100 Intro to Environmental Studies	1 TA for 70 hours	January 2 to April 30, 2025
ESCI 1000 Natural Hazards & Disasters	2 TAs for 70 hours each	January 2 to April 30, 2025
ESCI 1111 Introduction to Earth Science	2 TAs for 70 hours each	January 2 to April 30, 2025
ESCI 2010 Geology and the Environment	1 TA for 70 hours	January 2 to April 30, 2025

Refer to the timetable (www.uwindsor.ca/registrar/timetable-information) for class and exam hours and location.

Expected TA duties:

Projected duties are in accordance with article 14:03.

- Marking, lab instruction, providing assistance to students either in-person or online
- Communicate with instructor
- Proctoring exams

Assistants cannot commence their GA/TA duties until email confirmation of the approval of their contract is received from Human Resources (email titled “Authorization to Commence GA/TA Duties”).

TA employees are expected to make themselves available to report for all assigned duties, **both in-person/on-campus and remote/online duties**. Most classes across the University are held face-to-face on campus, and even online classes may require on-campus face-to-face duties.

Eligibility requirements:

Successful applicants must be available to attend at the specified time of the course/lab/exams as well as to report for all assigned duties, which may include both in-person/on-campus and remote/online duties.

TA appointments shall be offered to qualified applicants in accordance with the criteria specified in Article 12:04 of the CUPE4580 Collective Agreement.

To be eligible for a Teaching Assistantship you must be a registered undergraduate student:

- must be registered for the term of work at the time of hiring
- must maintain registration throughout the term and must be in good standing in the degree program

- must be legally eligible to work in Canada on campus with a valid social insurance number and a valid study permit.

Teaching Assistants can be employed for no more than 100 TA hours per semester total per Article 14 of the CUPE 4580 Collective Agreement. If you already hold or have applied for another TA position (in this or another department) note that the **total combined hours** for all TA appointments held in all departments **cannot exceed 100 hours for the Winter term period (Jan. 1st to April. 30).**

Required essential qualifications:

Successful applicants must meet all essential qualifications.

- Must have taken the course with a minimum of 80%
- Must have a minimum GPA of at least 80%
- Must have good communication skills

Preferred qualifications:

- Enrolled in either the Environmental Science or Environmental Studies Program

Application forms are available from the following webpage: [Microsoft Word - application for assistantship.doc](#)
Completed applications and your most recent unofficial transcript must be submitted via email to: Nia Khuong, earth@uwindsor.ca.

For any questions, please contact Nia Khuong, earth@uwindsor.ca.

Deadline for receiving applications: Friday, November 22, 2024

<https://www.uwindsor.ca/graduate-studies/458/gata-contract-deadlines>

In pursuit of the University of Windsor's Employment Equity Plan, members from the designated groups (Women, Aboriginal Peoples, Visible Minorities, Persons with Disabilities, and Members of Sexual Minorities) are encouraged to apply.

Date posted: November 7, 2024