

DEPARTMENT OF Interdisciplinary and Critical Studies

NOTICE RE: TEACHING ASSISTANT (TA) POSITIONS AVAILABLE FOR FALL TERM 2024

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the Department of Interdisciplinary and Critical Studies invites applications for TA positions for Fall term 2024.

The total number of projected Teaching Assistantship positions for Fall term 2024 is 9 TA positions for a total of 750 hours. All positions are subject to sufficient enrolment and final budgetary approval.

List of courses that may utilize Teaching Assistants for Fall term 2024:

<u>Course # and course name</u>	<u># of projected positions and # of hours per position</u>	<u>Duration of position</u>
DISB/SJST-1000-01	Tues/Thurs 8:30-9:50am	2 TA positions X 100 hours each
WGST-1000-01	Mon/Wed 5:30-6:50pm	2 TA positions X 100 hours each
WGST/SACR-2100-01	Mon/Wed 8:30-9:50am	1 TA X 50 hours
WGST-2200-01	Wednesdays 2:30-5:20pm	1 TA X 50 hours
WGST-2990-01	Thursdays 1:00-3:50pm	1 TA X 50 hours
WORK-1000-01	Tues/Thurs 11:30am-12:50pm	1 TA x 100 hours
WORK/PSYC/SJST-2180-01	Tues/Thurs 2:30-3:50pm	1 TA x 100 hours

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

Expected TA duties:

- Attending scheduled face-to-face classes and assisting instructor
- Assisting students during office hours (as needed/indicated by course instructor)
- Marking writing assignments
- Providing online assistance to students as needed
- Assisting in course preparation as needed by course instructor

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 or have a face-to-face component. Refer to the University's current [health and safety regulations](#).

Eligibility requirements:

Successful applicants must be available to attend at the specified time of the course/lab/exams and 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

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 Fall term period (Sept. 1st to Dec. 31st).**

Required essential qualifications:

Successful applicants must meet all essential qualifications.

- A minimum major average of 75% (B) and a cumulative average of 60% (C-)
- Applicant must have taken the course in which they submit a TA application for
- Applicant must be available to proctor the final exam (as needed/communicated by course instructor)
- Applicant must be available to attend weekly classes (for face-to-face, synchronous, and asynchronous courses, as needed)
- Applicant must be available to mark written work from students
- Applicant must demonstrate proficiency in written English (on application)
- Applicant must demonstrate proficiency in oral communication (interviews may be conducted)

Preferred qualifications:

- Preference will be given to qualified applicants who have previously taken and successfully passed (75% or higher) the course(s) in which they submit a TA application for.
- Preferred TA experience in the course applied for, or another related course.

Application forms are available from the following webpage:

[Teaching Assistantships in WGS | Women's and Gender Studies \(uwindsor.ca\)](#)

Completed applications must be submitted via email to: Lindsay Gore via iacs@uwindsor.ca

For any questions please contact: Lindsay Gore via iacs@uwindsor.ca

Deadline for receiving applications: 9:00am on Monday, July 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: July 12, 2024