

CENTRE FOR EXECUTIVE AND PROFESSIONAL EDUCATION

NOTICE RE: TEACHING ASSISTANT (TAIII) POSITIONS AVAILABLE FOR FALL TERM 2017

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the Centre for Executive and Professional Education invites applications for TA positions for the Fall term 2017. The total funds for Teaching Assistantships allocated to the Centre for Executive and Professional Education for the 2017/18 academic year are \$24,000.

List of courses that may utilize Teaching Assistants for Fall term 2017:

<u>Course # and course name</u>	<u># of projected positions and # of hours per position</u>	<u>Duration of position</u>
06-92-590 sections 27 & 28 Automotive Body Structures Class Times: TBD Final Exam: TBD	1 TA for 70 hours	Sept. 1 to Dec.31, 2017

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

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

Expected TA duties:

- Assisting with grading of assignments, quizzes, tests and examinations
- Support students during experimental laboratories
- Address student questions and concerns
- Additional related duties as required

Eligibility requirements:

TA appointments shall be offered to qualified applicants in accordance with the criteria specified in Article 12:04 of the Collective Agreement. To be eligible for a Teaching Assistantship you must be a registered 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
- Note that Teaching Assistants cannot be employed for more than 100 hours per semester total. 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.

Required essential qualifications:

- Knowledgeable in Finite Element Analysis
- Skilled in HyperMesh and ABAQUS software

Preferred qualifications:

- Previous experience as a GA/TA for a Body Structures course

Application forms are available from

http://www.uwindsor.ca/graduate/sites/uwindsor.ca/graduate/files/ga_ta_application_fillable_form.pdf. Applications must be submitted directly to the Centre for Executive and Professional Education online at:

<http://www1.uwindsor.ca/cepe/instructor-recruitment>

Deadline for receiving applications: August 9, 2017

Date posted: July 13, 2017