ODETTE SCHOOL OF BUSINESS, MASTER OF MANAGEMENT

NOTICE RE: PROJECTED UNDERGRADUATE TEACHING ASSISTANT (TA) POSITIONS FOR WINTER TERM 2027

In accordance with Article 13:01 of the CUPE 4580 collective agreement the Odette School of Business, Master of Management Program invites applications for the following projected TA positions for Winter term 2027.

Projected positions and hours are subject to change and contingent upon sufficient enrolment and final budgetary approval.

Course code and course name	# of projected TA positions and # of hours per position	Duration of position
BSMM-8110-1, Accounting Concepts and Techniques	1 TA for 30 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8110-2, Accounting Concepts and Techniques	1 TA for 30 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8120-1, Finance in a Global Perspective	1 TA for 25 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8120-2, Finance in a Global Perspective	1 TA for 25 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8130-1, Managing for Organizational Effectiveness	1 TA for 45 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8140-1, Marketing	1 TA for 35 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8140-2, Marketing	1 TA for 35 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8140-3, Marketing	1 TA for 35 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8140-4, Marketing	1 TA for 35 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8140-5, Marketing	1 TA for 35 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8320-1, Quantitative Methods	1 TA for 35 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8360-1, International Financial Reporting	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8375-1, Strategic Human Resource Management	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8380-1, Managing Employee and Labour Relations	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8510-1, Business Strategy	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8510-2, Business Strategy	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8550-1, Domestic Transportation and International Shipping	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8570-1, Supply Chain Management	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027

BSMM-8610-1, Consolidated Financial Statements	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8620-1, Accounting Controls & Auditing	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8740-1, Data Analytic Methods & Algorithms	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027
BSMM-8750-1, Predictive Modeling & Decision-Making	1 TA for 15 hrs	Jan. 4, 2027 to April 30, 2027

Expected TA duties:

Projected duties are in accordance with article 15:03 and may include but are not limited to grading of tests, examinations and other course deliverables, proctoring exams and quizzes, holding tutorial or office hours, and other duties as agreed with the 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", article 13:05).

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 13:04 of the CUPE4580 Collective Agreement. To be eligible for employment as a Teaching Assistant in the term of support 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. International students must hold a valid study permit and meet all IRCC regulations to accept employment on campus.

Teaching Assistants can be employed for no more than 100 TA hours per semester total per Article 15 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 Apr. 30th).**

Required essential qualifications:

Successful applicants must meet all essential qualifications.

- Applicants must have obtained a minimum grade of at least 82% in the course they are applying for. Applicants for BSMM-8375 must have demonstrated competency in the course domains as evidenced through completion of suitable course work, such as the Master of Management Human Resources Management stream.

- All applicants must have obtained a minimum average of 80% in the following Master of Management courses:
    - Accounting Concepts and Techniques, Finance in a Global Perspective, Managing for Organizational Effectiveness (formerly Managing Employees), Marketing, Quantitative Studies, and Business Strategy.
- Applicants for Business Data Analytics courses (8710, 8720, 8730, 8740, and 8750) must have also obtained a minimum grade of at least 80% in BSMM-8710 (Introduction to Data Analytics).
- Must have good communication skills and may need to be available for in person and virtual office hours and face-to-face for course time, exams, and grading sessions.
- Must have access to a reliable Internet connection and access to a computer with video and audio capabilities that is capable of connecting to University of Windsor systems (e.g. BrightSpace and UWinSite Student).
- All Courses are in person and will require knowledge of Brightspace. Training may be provided by the instructor or videos on the CTL website.
- Familiar with MS Teams or be able to acquire knowledge through training.
- Teaching Assistants must make themselves available to report for all assigned duties in person

Preferred qualifications:
Preference will be given to candidates who meet the essential qualifications but also have an undergraduate degree in a discipline and/or professional work experience in a field directly related to the subject matter of the course or program stream for which the person is being hired. Special skills that are directly related to the subject matter of the course or program stream for which the person is being hired may also be considered in identifying a preferred candidate.

How to apply:

Application forms are available from the following webpage:
https://forms.cloud.microsoft/Pages/ResponsePage.aspx?id=szP5EmE9GUuaTWiQId6MyaXIyGeW2lJIm8GTKXLxi8BUQkI3T1M2UVRIUFc2RFdNSVg0S0NVTFFRSi4u

Completed applications must be submitted to:
https://forms.cloud.microsoft/Pages/ResponsePage.aspx?id=szP5EmE9GUuaTWiQId6MyaXIyGeW2lJIm8GTKXLxi8BUQkI3T1M2UVRIUFc2RFdNSVg0S0NVTFFRSi4u
For any questions please contact: management@uwindsor.ca

Deadline for receiving applications: **Monday, November 2, 2026 at 9:00am**

The university is committed to equity and supports diversity in its teaching, learning, and work environments. In pursuit of the University's Employment Equity Plan, members from the designated groups (Women, Aboriginal Peoples, Visible Minorities, Persons with Disabilities, and Sexual Minorities) are encouraged to apply and to self-identify.

If you need an accommodation for any part of the application and hiring process, please notify the Recruitment & Workforce Coordinator (employment@uwindsor.ca). Should you require further information on accommodation, please visit the website of the Office of Human Rights, Conflict Resolution and Mediation (OHCRM).

Date posted: October 26, 2026