



MANAGEMENT AND STRATEGY AREAS Teaching Assistant Positions Available FALL 2022

Deadline: Friday, August 5th, 2022

In accordance with Article 12:01 of the CUPE 4580 collective Agreement the Odette School of Business invites applications for Teaching Assistant (TA) positions in the areas of Management and Strategy for Fall 2022. There are approximately 3256 hours available for Fall 2022. *(All positions are subject to sufficient enrolment and final budgetary approval.)*

The following courses may require TA support:

Management			Strategy		
Course # and course name	# of Positions & Est. hrs		Course # and course name	# of positions & Est. hrs	
*MGMT 1000 Bus. Comm	4	300 hrs	STEN 1000 Intro. to Business	6	630 hrs
MGMT 2400 Mgmt & Org. Life	5	300 hrs	STEN 2900 Entrepreneurship	1	50 hrs
MGMT 2430 Human Resources	4	160 hrs	STEN 3930 International Bus.	1	50 hrs
MGMT 3000 Bus. Ethics	3	150 hrs	*STEN 3970 Law & Bus. Admin.	3	150 hrs
MGMT 3420 Compensation	1	30 hrs			
MGMT 3440 Labour Relations	1	30 hrs			
MGMT 3830 Intl Human Res Mgt	1	30 hrs			
MGMT 4410 Training & Develop.	1	30 hrs			

It is anticipated that most Fall 2022 classes across the University will be held face-to-face on campus or have a face-to-face component. TA employees are expected to make themselves available to report for all assigned duties, both on-campus and online. The University of Windsor health and safety protocols and public health and safety regulations that are in place will be observed for any face-to-face or on-campus duties required to support Fall 2022 courses. Refer to the University's [Return to Campus webpage](http://www.uwindsor.ca/returntocampus) (www.uwindsor.ca/returntocampus) for details about the policies in effect through the Fall 2022 semester.

Students cannot commence their TA duties until email confirmation of the approval of their contract is received from Human Resources.

TA appointments are offered to qualified applicants in accordance with the criteria specified in Article 12:04 of the CUPE 4580 Collective Agreement. *To be eligible*, you must be a business student and successfully passed the courses and be in good standing in the degree program to hold a TA position. Preference will be given to applicants in their area of Specialization. **Successful applicants must be available to report for all assigned duties which may include both in person/on-campus and online duties.** Students must **maintain registration throughout the term they are hired.**

The following are essential qualification for the courses listed above:

- Must have taken the course with a minimum of 80%.
- Must have a GPA of at least 70%.
- Must have good communication skills.
- Must have access to a computer with a reliable internet connection with video and audio capability.
- Must be familiar with software such as MS Teams, Blackboard, Zoom, etc.

ADDITIONAL SPECIFIC REQUIREMENTS:

MGMT 1000: Must be senior level business student who had achieved at least 80% in MGMT 1000. As well, he/she should excel at both written and oral communication skills, including possessing a strong comfort level with providing feedback and coaching of presentation, writing, grammar, and interpersonal communication.

STEN 3970: Candidates should have completed a full semester course in each of contract law, with ability to evaluate the correct expression of legal terms for business.

NOTE that Teaching Assistants cannot be employed for more than 100 hours per semester total. If a student holds or has applied for another TA position, the **total combined hours** for all TA appointments held in all departments **cannot exceed 100 hours for the Fall period (September 1 to December 31)**. Total number of hours in a TA appointment will depend on the applications received and is anticipated to be in the range of approximately 25-100 hours per position. Each position can be comprised of a combination of any of the listed courses, as needed.

Submit complete application **with a recent copy of the transcripts** to Dina Labelle at MGMT-STEN@uwindsor.ca

"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."