NOTICE RE: TEACHING ASSISTANT (TA) POSITIONS AVAILABLE FOR SUMMER 2020

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the **Odette School of Business, Master of Business Administration – Professional Accounting Specialization** invites applications for TA positions for the **Summer 2020** term.

INSTRUCTION MODE: ONLINE

All Contracts: July 6 - September 5 2020

Course Code	Sec	Course Name	Class Day/Time	TA Hours
ACCT-8080	1	Integrative Case Analysis (Prof. Waghorn)	T 6:00-8:50pm	50
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All positions are subject to sufficient enrolment and final budgetary approval.

Eligibility requirements:
TA appointments shall be offered in accordance with the criteria specified in Article 12:04 of the Collective Agreement.

The following are essential qualifications required for the appointments above. Applicants must have: successfully passed The Common Financial Examination – CPA Canada, must be a graduate of the Odette School of Business MBA Professional Accounting Specialization Program, have relevant work experience, must have good communication skills; and may need to be available for virtual office hours and virtual assistance for the course/exams at the specified times.

Duties and requirements:
Teaching Assistants are to provide support to students through **online channels** and remote meetings, and should not be holding face-to-face meetings with students, or even potentially with their GA/TA supervisor.

All Courses are online and may require BLACKBOARD knowledge to assist the instructor. Training may be provided by instructor or videos on CTL website.

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 hrs for the Summer term period (May 1 to August 31st).

Candidates must submit a cover letter indicating the position(s) for which they are applying as well as a detailed CV to swazny@uwindsor.ca

Questions can be directed by email to: swazny@uwwindsor.ca

Odette School of Business
401 Sunset Ave. Windsor, Ontario N9B 3

Deadline for receiving applications: Jul 3rd 2020 (4:00PM) or until positions are filled.