

Notice: TA Positions for Summer 2023

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement **Odette School of Business and Master of Business- Professional Accounting Specialization** invites applications for Teaching Assistants for the Summer 2023 term. Positions subject to sufficient enrollment and budgetary approval.

Course Code	Course Name	Class Day/Time	Contract Dates	#Positions/hrs
Acct 8070	Integration and Team Building (A. Waghorn)	Mo 6:00PM-8:50PM Odette 212 In Person	May 8 – August 31, 2023	3 @ 100 hrs
ACCT 8080	Integrative Case Analysis (A. Waghorn)	Tu 6:00PM-8:50PM Odette 212 In Person	May 8 -August 31, 2023	3 @ 100 hrs

Expected TA duties:

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

TA employees are expected to make themselves available to report for all assigned duties, both in-person/on-campus and remote/online duties. Most Summer term 2023 classes across the University are expected to be held face-to-face on campus or have a face-to-face component. Refer to the University's Return to campus webpage (www.uwindsor.ca/returntocampus) for current health and safety regulations.

For classes identified as "**ONLINE**": Teaching Assistants are expected to provide support to students and supervising faculty through online channels and remote meetings.

For classes identified as "**IN PERSON**": duties are expected to be performed mostly in-person/on campus and some – remotely

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 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.

Essential qualifications: The following qualifications are required for the appointment above. Applicants must have strong skills in finance and accounting courses and hold a degree (MBA-Professional Accounting), and have passed CFE exam, the Common Financial Examination – CPA Canada, and have experience in grading with CFE level cases for CPA, and case analysis experience. Must be available for virtual or face-to-face office hours and assistance for the course/exams at specified times.

Preferred qualifications: Preference given to applicants having good communication skills. Some courses may be taught online and may require Brightspace knowledge to assist the instructor. Training may be provided by instructor or available through CTL. Should have access to a computer with a reliable internet connection with video and audio capabilities.

Note that Teaching Assistants can be employed for no more than 100 TA 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 for the Summer term period (May 8, 2023-August 31, 2023).

Candidates must submit an application form along with a covering letter indicating the position(s) for which they are applying.

Deadline for receiving applications: April 14th, 2023 4:00pm). Attention : To submit applications or further information please email Jocelyn Winter: mba@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.