



Application deadline: Friday, August 4, 2023

In accordance with Article 12:01 of the CUPE 4580 collective Agreement the Odette School of Business invites applications for Teaching Assistantship (TA) positions in the areas of Management and Strategy for Fall term 2023. There are approximately 3,256 hours available for Fall 2023. *(All positions are subject to final budgetary approval and sufficient enrolment.)*

The total number of hours for each TA appointment will depend on the applications received and is anticipated to be in the range of approximately 30-100 hours per position. Each position can be comprised of a combination of any of the below listed courses as needed.

These positions run from **Sept. 5 to Dec. 31, 2023** unless otherwise noted.

Management		Strategy	
Course # and course name	# of positions & Est. hrs	Course # and course name	# of positions & Est. hrs
*MGMT 1000 Bus. Comm	3 240 hrs	STEN 1000 Intro. to Business	6 600 hrs
MGMT 2400 Mgmt & Org. Life	5 270 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.	3 160 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		
MGMT 4450 Organization Design	1 30 hrs		
MGMT 4510 Organizational Staff.	1 30 hrs		
MGMT 4850 HR Planning	1 30 hrs		

Teaching Assistants appointments are offered to qualified applicants in accordance with the criteria specified in Article 12:04 of the CUPE 4580 Collective Agreement.

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 an audio capability.
- Must be familiar with software such as MS Teams, Brightspace, Zoom, etc.

**NOTE:** Preference will be given to applicants in their area of specialization.

**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.

It is anticipated that most Fall 2023 classes across the University will be held face-to-face on campus or have a face-to-face component. Successful applicants must be available to report for all assigned duties which may include **both in person/on-campus and online duties**. Refer to the University's [Return to campus webpage](#) ([www.uwindsor.ca/returntocampus](http://www.uwindsor.ca/returntocampus)) for details about the policies in effect through the Fall 2023 semester.

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

Undergraduate students must **be registered throughout the term they are hired**, be a business student and be in good standing in the degree program to hold a TA position. The **total combined hours** for all TA appointments held in all departments **cannot exceed 100 hours for the entire fall period (September 5<sup>th</sup> to December 31<sup>st</sup>)**. Refer to [Fall 2023 timetable](#) for dates and times of classes.

*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.*

\*Please submit your complete application to Dina Labelle via eMail at [MGMT-STEN@uwindsor.ca](mailto:MGMT-STEN@uwindsor.ca) along **with a recent transcript before 4pm EST on August 4, 2023**.