



In accordance with Article 12:01 of the CUPE 4580 Collective Agreement, the Odette School of Business invites applications for TA positions for the Fall 2023 term. There are approximately 3256 hours available for Fall 2023.

*All positions are full term (September 5 – December 31) subject to sufficient enrolment and final budgetary approval.*

**The following courses usually require TA support:** (see Fall 2023 timetable for dates and times of classes). Projected number of positions per course and number of hours in each position is dependent on final enrolments as well as the number of eligible applicants which may differ from projected positions and hours listed below.

Management Science Area				Marketing Area			
Course # and Name		# of positions & Est. total hrs		Course # and Name		# of positions & Est. total hrs	
MSCI 1000	Intro. to Bus. Data Analysis	2	60 hrs ea.	MKTG 1310	Principles of Marketing	4	60 hrs ea.
MSCI 2020	Business Data Analysis	4	40 hrs ea.	MKTG 2320	Mktg Probs: Applic. & Decisions	2	30 hrs ea.
MSCI 2130	Intro. to Mgmt. Info. Systems	2	60 hrs	MKTG 3320	Research Methods in Mktg.	1	50 hrs
MSCI 2200	Quantitative Decision Models I	2	50 hrs ea.	MKTG 3340	Consumer Behaviour	2	25 hrs ea.
MSCI 2230	Intro. to Data Science for Bus.	1	30 hrs	MKTG 3390	Logistics & Supply Chain Mgmt.	1	30 hrs
MSCI 3050	Stat. Quality Design & Control	1	30 hrs	MKTG 4360	Advertising Management	1	40 hrs.
MSCI 3200	Quantitative Decision Models II	1	30 hrs	MKTG 4370	Sales Management	1	40 hrs
MSCI 3310	Operations Management I	2	50 hrs ea.	MKTG 4910	Special Topics in Marketing: (Responsible Marketing)	1	30 hrs
MSCI 3410	Supply Chain Management I	1	50 hrs				
MSCI 4310	Oper. & Supply Chain Mgmt. II	1	40 hrs				

It is anticipated that the majority of Fall 2023 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 term 2023 courses. Refer to the University's [Return to campus webpage](http://www.uwindsor.ca/returntocampus) ([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 GA/TA duties until email confirmation of the approval of their contract is received from Human Resources.**

TA appointments shall be offered to qualified applicants in accordance with the criteria specified in Article 12:04 of the Collective Agreement. Preference will be given to applicants in their area of specialization. To be eligible, you must be a Business student and successfully passed the course with an 80% or better; must have an overall GPA of 70.0 or higher; must be in good standing in the degree program; must have good communication skills; must have reliable internet connection with video and audio capabilities; must be familiar with software such as MS Teams and Blackboard.

Students must maintain registration throughout the term they are hired.

Note that Teaching Assistants cannot be employed for more than 100 TA hours per semester total. If you already hold or have applied for another TA position, the **total combined hours** for all TA appointments held in all departments **cannot exceed 100 hours for the Fall term period (September 5 to December 31, 2023)**

**ADDITIONAL SPECIFIC REQUIREMENTS:** MSCI 2130: Good working knowledge of MS Excel and MS Access including the development of macros within these environments.

**Deadline for receiving applications for TA positions is: August 4, 2023 at 4:00 p.m.**

**Selected applications must be submitted by email to: Lena Razwan, [razwan1@uwindsor.ca](mailto:razwan1@uwindsor.ca)**