



In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the Odette School of Business invites applications for Teaching Assistant (TA) positions for Winter 2022 in the areas of Management and Strategy. The projected funds allocated for the term is \$65,608. **All positions are subject to sufficient enrolment and final budgetary approval.**

The following courses usually require TA support, and it is anticipated that some courses will be on campus face-to-face and others remotely.

See list of courses below:

Management & Labour Studies Area / Strategy & Entrepreneurship		
Face-to-Face / Hybrid / Online		
Course # and course name		# positions & # hrs
MGMT 4480 Labour Law & Indus Legislation	OL	1 TA of 40 hrs
MGMT 4910 Special Topics in Management & Labour: - Leading High Performance Team	F2F	1 TA of 40 hrs
STEN 4910 Special Topics in Strategy Mgmt & Entrep: – Business Agreements	Hybrid	1 TA of 40 hrs

Refer to the timetable (www.uwindsor.ca/registrar/timetable-information) for class and exam hours and location.

Teaching Assistant appointments are offered to qualify applicants in accordance with the criteria specified in Article 12:04 of the CUPE 4580 Collective Agreement. If a student holds or has 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 winter term (**January 6th to April 30th**). Total number of hours in a 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 listed courses, as needed.

Expected TA duties:

It is anticipated that most Winter 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 Winter term 2022 courses. Refer to the [University's Return to campus webpage](#) for details about the policies in effect through the Winter 2022 semester.

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

Eligibility requirements:

To be eligible, you must be a Business major student and successfully passed the courses. Preference will be given to applicants in their area of specialization. Students must be registered throughout the term and must be in good standing in the degree program to hold a TA position.

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 capabilities.
- Must be familiar with software such as MS Teams, Blackboard, etc.

Application forms are available from the Odette webpage: <http://odette.uwindsor.ca/>

Submit complete application **with a recent copy of the transcripts** to Dina Labelle at MGMT-STEN@uwindsor.ca
by Monday, December 13, 2021, at 1:00 PM.

"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."