



4980

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, Marketing and Strategy for WINTER term 2026. There are approximately 1,545 hours available for Winter 2026. **All positions run from Jan 5<sup>th</sup> to April 30<sup>th</sup>, 2026.** (*All positions are subject to final budgetary approval and sufficient enrolment.*)

List of courses that may utilize Teaching Assistants for Winter 2026: (Refer to the timetable ([Winter 2026](#)) for class days/times and location)

Management		Marketing		Strategy	
Course #	# of positions & Est. hrs	Course #	# of positions & Est. hrs	Course #	# of positions & Est. hrs
*MGMT 1000	2 85 hrs each	MKTG 1310	1 80 hrs online	STEN 1000	2 100 hrs each
*MGMT 2400	2 50 hrs each	MKTG 2320	1 40 hrs	STEN 2900	1 50 hrs
MGMT 2430	4 60 hrs each	MKTG 3320	1 30 hrs	STEN 3930	1 50 hrs
MGMT 3000	2 40 hrs each	MKTG 4330	1 30 hrs	*STEN 3970	2 50 hrs each
MGMT 3830	1 50 hrs	MKTG 4350	1 25 hrs	STEN 4980	3 50 hrs each
MGMT 4490	1 30 hrs	MKTG 4390	1 30 hrs		
MGMT 4510	1 30 hrs				
MGMT 4520	1 30 hrs				
MGMT 4850	1 30 hrs				

**Assists cannot commence their TA duties until email confirmation of the approval of their contract is received from Human Resources (email titled "Authorization to Commence TA Duties").**

**Expected TA duties:**

Projected duties are in accordance with article 14:03 and may include but are not limited to the following: proctoring exams, marking exams, marking assignments, holding office hours, and attending some classes.

TA employees are expected to make themselves available to report for all assigned duties, **both in-person/on-campus and remote/online duties.** Most classes across the University are held face-to-face on campus, and even online classes may require on-campus face-to-face duties.

**Eligibility requirements:**

TA positions are offered to qualified applicants in accordance with the criteria specified in Article 12:04 of the CUPE 4580 Collective Agreement. **Successful applicants must be available to attend at the specified time of the course/exams as well as to report for all assigned duties, which may include both in person/on-campus and remote/online duties.**

To be eligible for a TA position, student must be 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.
- Must be legally eligible to work in Canada on campus with a valid social insurance number. International students must hold a valid study permit and meet all IRCC regulations to accept employment on campus.

Teaching Assistants can be employed for no more than 100 TA hours per semester total per Article 14 of the CUPE 4580 Collective Agreement. 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 Winter term period (January 5<sup>th</sup> to April 30<sup>th</sup>).**

**Required essential qualifications:**

Successful applicants must meet all essential qualifications.

- 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 capability.
- Must be familiar with software such as MS Teams, Brightspace, Zoom, etc. or be able to acquire knowledge through training.

**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.

**\*MGMT 2400:** 1 position will be to **aid Professor in setting up Brightspace. Knowledge in Brightspace and Programming** will be essential for this position. **Students will need to be available during this course time.**

**\*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.

Application forms are available from the Odette webpage → [Tutoring Info & TA Positions | Odette School of Business](#)  
Please submit your complete application to Shelly St Louis via Email at [mgmt-mktg-sten@uwindsor.ca](mailto:mgmt-mktg-sten@uwindsor.ca) along with a recent  
**transcript by 12 PM EST on November 17, 2025.**  
*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.*