# DEPARTMENT OF ELECTRICAL AND COMPUTER ENGINEERING
## NOTICE RE: TEACHING ASSISTANT (TA) POSITIONS AVAILABLE FOR WINTER TERM 2023

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the Department of Electrical and Computer Engineering invites applications for TA positions for Winter term 2023.

The total number of projected Teaching Assistantship positions in the Department of Electrical and Computer Engineering for Winter term 2023 is 4 TA positions for a total of 400 hours.

All positions are subject to sufficient enrolment and final budgetary approval.

List of courses that may utilize Teaching Assistants for Winter term 2023:

| Course # and course name | # of projected positions and # of hours per position | Duration of position |
|---|---|---|
| GENG 1201 Cornerstone | 4 TA for 100 hrs | Jan. 5 to April 30, 2023 |

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

**Expected TA duties**:

It is anticipated that the majority of Winter term 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 Winter term 2023 courses. Refer to the University's Return to campus webpage (www.uwindsor.ca/returntocampus) for details about the policies in effect through the Winter 2023 semester.

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

**Eligibility requirements:**

**Successful applicants must be available to report for all assigned duties which may include both in person/on-campus and online duties.**

TAs must be registered students and TA appointments shall be offered to qualified applicants in accordance with the criteria specified in the Collective Agreement.

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 Winter term period (January 1st to April 30th).**

Applications are available on our homepage at [uwindsor.ca/electrical/341/employment](uwindsor.ca/electrical/341/employment). Return completed application with transcript and proof of registration via email to [gradece@uwindsor.ca](mailto:gradece@uwindsor.ca) Graduate & Financial Secretary, Electrical and Computer Engineering, Ed Lumley Centre for Engineering Innovation, CEI Room 3042, 401 Sunset Ave. Windsor, ON, Canada, N9B 3P4.

## Deadline for receiving applications: November 25, 2022

*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.*

Date posted: November 2022