DEPARTMENT OF BIOMEDICAL SCIENCES

NOTICE RE: PROJECTED GRADUATE ASSISTANT (GA) POSITIONS FOR

WINTER TERM 2027

In accordance with Article 13:01 of the CUPE 4580 collective agreement, the Department of Biomedical Sciences invites applications for the following projected GA positions for Winter term 2027.

Projected positions and hours are subject to change and contingent on sufficient enrolment and final budgetary approval.

Course # and course name	# of projected positions and # of hours per position	Duration of position
BIOM 2021 Human Anatomy	4 GAs for 140 hours each	January 4, 2027 to April 30, 2027
BIOM 2131 Introductory Molecular Biology	10 GAs for 140 hours each	January 4, 2027 to April 30, 2027
BIOM 3300 Neuroscience Methods	1 GA for 140 hours	January 4, 2027 to April 30, 2027
BIOM 3530 Advanced Cell Biology	1 GA for 140 hours	January 4, 2027 to April 30, 2027
BIOM 3540 Immunology	1 GA for 140 hours	January 4, 2027 to April 30, 2027
BIOM 3581B Biotechnology Laboratory	7 GAs for 140 hours each	January 4, 2027 to April 30, 2027
BIOM 3750 Cancer Undergraduate Research Education (CURE)	1 GA for 140 hours	January 4, 2027 to April 30, 2027
BIOM 4560 Molecular Biotechnology	1 GA for 140 hours	January 4, 2027 to April 30, 2027

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

EXPECTED GA DUTIES:

Projected duties are in accordance with article 15:03 and may include but are not limited to the following:

- Setting up testing material on Brightspace, including manage grades, grading test and assignment submissions
- Interacting with students in the virtual environment through Brightspace in the role of a teaching or graduate assistant and/or interacting with students in a laboratory environment

Assistants cannot commence their GA/TA duties until email confirmation of the approval of their Job Offer is received from Human Resources (email titled "Authorization to Commence GA/TA Duties", article 13:05).

GA 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:

Successful applicants must be available to attend at the specified time of the course/lab/exams as well as to report for all assigned duties, which may include both in-person/on-campus and remote/online duties.

GA appointments will be offered to qualified applicants in accordance with the CUPE4580 Collective Agreement. To be eligible for employment as a Graduate Assistant in the term of support you must be a **registered fulltime graduate student**:

- must be registered for the term of work at the time of hiring
- must maintain **fulltime** 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.

GA appointments cannot exceed **140 hours total for the Winter term period (Jan 1st to April 30th).** Refer to Articles 13, 14, and 15 of the CUPE 4580 Collective Agreement for eligibility details.

Note: graduate students who have received a Graduate Assistantship Offer ("*An offer of employment as a Graduate Assistant with a commitment of future terms of support under Article 14:01 (a) and (b).")* **must apply each term** until they have received all terms of support specified under Article 14:01 (a) or 14:01 (b).

Refer to Article 14 of the CUPE 4580 Collective Agreement for details and eligibility. Failure to meet the eligibility conditions in the CUPE 4580 Collective Agreement will result in the forfeiture of the term(s) of support.

> **Article 14:02**:*" Financial support, as outlined in 14:01, shall continue, if the Graduate Assistant:*
> *a) maintains full-time registration in good standing in the degree program; and*
> *b) applies for posted positions; and*
> *c) is satisfactorily performing the duties required.*
>
> *Failure to meet these eligibility conditions will result in the forfeiture of the term(s) of support."*

REQUIRED ESSENTIAL QUALIFICATIONS:

Successful applicants must meet all essential qualifications.

- Background in Biological Sciences (Ecology, Cell Molecular)
- Must have taken the course with a minimum of 80%
- Must have a GPA of at least 80%
- Ability to honor deadlines and work with the course instructor and co-workers to design questions for online assignments and testing and to mark assignments
- Must be available to attend courses/labs/exams at the specified times (as required by the instructor)
- For duties that are performed remotely, must have access to a computer with a reliable internet connection with video and audio capabilities; must be familiar with Brightspace and MS Teams or be able to acquire knowledge through training.

How to apply:

Application forms are available from the following webpage: Microsoft Word - application_for_assistantship.doc
Completed applications must be submitted via email to Nia Khuong, the Graduate Secretary of the Department of Biology at BIOSCIGRAD@uwindsor.ca
For any questions, please contact Nia Khuong at BIOSCIGRAD@uwindsor.ca

Deadline for receiving applications: November 25th, 2026

The university is committed to equity and supports diversity in its teaching, learning, and work environments. In pursuit of the University's Employment Equity Plan, members from the designated groups (Women, Aboriginal Peoples, Visible Minorities, Persons with Disabilities, and Sexual Minorities) are encouraged to apply and to self-identify.

If you need an accommodation for any part of the application and hiring process, please notify the Recruitment & Workforce Coordinator (employment@uwindsor.ca). Should you require further information on accommodation, please visit the website of the Office of Human Rights, Conflict Resolution and Mediation (OHCRM).

Date posted: November 11, 2026