

## DEPARTMENT OF CHEMISTRY, BIOCHEMISTRY & FORENSICS

### NOTICE RE: PROJECTED UNDERGRADUATE TEACHING ASSISTANT (TA) POSITIONS FOR SUMMER TERM 2026

In accordance with Article 13:01 of the [CUPE 4580 collective agreement](#) the Department of Chemistry, Biochemistry & Forensics invites applications for the following projected TA position for Summer term 2026.

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

<u>Course code and course name</u>	<u># of projected TA positions and # of hours per position</u>	<u>Duration of position</u>
FRSC-2007-91 – Overview of Forensic Sciences	1 TA for 100 hours	May 4, 2026 to August 31 <sup>st</sup> , 2026

#### **Expected TA duties:**

Projected duties are in accordance with article 15:03 and may include but are not limited to the following: Assist in preparations and demonstrations for lectures, Asynchronous weekly office hours and student emails, entering exam questions for midterms and finals, marking assignments and/or midterms and exams, and in proctoring of exams. Other duties may be assigned, such as set-up time immediately preceding classes or laboratories.

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

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:**

**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.**

TA appointments shall be offered to qualified applicants in accordance with the criteria specified in Article 13:04 of the CUPE4580 Collective Agreement. To be eligible for employment as a Teaching Assistant in the term of support you must be a **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 15 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 Summer term period (May 4<sup>th</sup> to Aug. 31<sup>st</sup>).**

### **Required essential qualifications:**

Successful applicants must meet all essential qualifications.

- Must be registered as a 3rd or 4th year student in a BFS or BA (Combined) Forensics program
- Must have a major GPA of 75%
- Must have good communication skills
- Must be available to attend the lecture at the specified times
- Must have taken the course (or equivalent FRSC 1000) previously and obtained 80%

### **How to apply:**

Application forms are available from the following webpage: [Employment Opportunities | Department of Chemistry and Biochemistry](#)

Completed applications must be submitted to: Beth Kickham via email at [bkickham@uwindsor.ca](mailto:bkickham@uwindsor.ca)

For any questions please contact: [bkickham@uwindsor.ca](mailto:bkickham@uwindsor.ca)

### **Deadline for receiving applications: April 8<sup>th</sup>, 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](mailto: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: 04/01/2026 [www.uwindsor.ca/chemistry](http://www.uwindsor.ca/chemistry)