

SCHOOL OF THE ENVIRONMENT

NOTICE RE: GRADUATE ASSISTANT (GA) POSITIONS AVAILABLE FOR SUMMER TERM 2022

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the School of the Environment invites applications for GA positions for the Summer term 2022. The total number of projected Graduate Assistantship positions for the Summer term 2022 is 3 GAs for a total of 420 hours. All positions are subject to sufficient enrolment and final budgetary approval.

List of courses that may utilize Graduate Assistants for the Summer term 2022:

<u>Course # and course name</u>	<u># of projected positions and # of hours per position</u>	<u>Duration of position</u>
ESCI 3806 Global Perspectives in Science	2 GA for 140 hrs each	May 2 – June 13, 2022
ESCI 3755 Methods in Great Lakes Geomicrobiology	1 GA for 140 hrs	July 27, 2022 – September 7, 2022

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

Expected GA duties:

- Marking, lab instruction, providing assistance to students either in-person or online
- Communicate with instructor

It is anticipated that the majority of Summer 2022 classes across the University will be held face-to-face on campus or have a face-to-face component. GA 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 Summer term 2022 courses. Refer to the University's [Return to campus webpage](http://www.uwindsor.ca/returntocampus) (www.uwindsor.ca/returntocampus) for details about the policies in effect through the Summer 2022 semester.

Students cannot commence their GA/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.

GA appointments will be offered to qualified applicants in accordance with the criteria specified in Article 12:03 of the Collective Agreement.

To be eligible for a Graduate Assistantship 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

GA appointments cannot exceed **140 hours total for the Summer term period (May 1st to August 31)**. Refer to Articles 12, 13, and 14 of the CUPE 4580 Collective Agreement for eligibility details.

Required essential qualifications:

- Must have take the course with a minimum of 80%
- Must have a minimum GPA of at least 80%
- Must have good communication skills
- Must be available to attend courses/labs/exams at the specified times
- GA 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 Summer term 2022 courses
- ESCI 3806 course will require students with PhD/MSc field work experience relating to research in Costa Rica
- ESCI 3755 course will require someone with PhD/MSc field work, genomics, biogeochemistry and marking experience

Preferred qualifications:

- Enrolled in either the Environmental Science or Environmental Studies Graduate Program
- Completed an undergraduate degree in Earth or Environmental Science

Application forms are available from the following webpage: https://www.uwindsor.ca/graduate-studies/sites/uwindsor.ca.graduate-studies/files/ga_ta_application_fillable_form.pdf. Completed applications must be submitted via email to: Rana Chan, earth@uwindsor.ca. For any questions please contact: Rana Chan, earth@uwindsor.ca or Connie laquinta, connie@uwindsor.ca.

Deadline for receiving applications: Monday, April 11, 2022

<https://www.uwindsor.ca/graduate-studies/458/gata-contract-deadlines>

Note that Graduate Assistants must apply each term by the application deadline, in accordance with Article 13:

"With respect to those students who have applied for and been accepted for Assistantships, the Assistant will not be paid for any shortfall of hours at the end of their respective program, provided the University has satisfied its obligation to post available positions each term in writing and on the AAU website and to offer the minimum terms of support in accordance with Article 13:01 (a) & (b) **and provided that the Assistant has applied in writing or via e-mail by the application deadline for each term until they have received the minimum terms of support in accordance with Article 13:01 (a) & (b).**"

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: Monday, April 4, 2022

Revised: Wednesday, April 6, 2022