

## SCHOOL OF SOCIAL WORK

### NOTICE RE: GRADUATE ASSISTANT (GA) POSITIONS AVAILABLE FOR WINTER TERM 2026

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the School of Social Work invites applications for the following projected GA positions for Winter term 2026.

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

<u>Course # Section # &amp; Course Name</u>	<u>Times &amp; Location</u>	<u>Projected positions &amp; Hours per position</u>	<u>Duration of position</u>
1180-01 – 3380-03 Meeting Human Needs through Social Work	Tues/ Thurs 2:20pm – 3:50pm Main Campus	1 GA for 140 hours	Jan. 5 to Apr. 30, 2026
1180-30 - Meeting Human Needs through Social Work	Wednesday 7:00pm – 9:50pm Main Campus	1 GA for 140 hours	Jan. 5 to Apr. 30, 2026
2040-01 - Issues and Perspectives in Social Welfare	Monday 4:00pm- 6:50pm Main Campus	1 GA for 140 hours	Jan. 5 to Apr. 30, 2026
2100-01 - Social Work and Diversity	Monday 1:00pm – 3:50pm Main Campus	1 GA for 140 hours	Jan. 5 to Apr. 30, 2026
3380-01 - Theory and Practice of Social Work with Families	Monday 8:30am – 11:20am Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
3380-02 - Theory and Practice of Social Work with Families	Tuesday 11:30am – 2:20pm Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
3380-03 - Theory and Practice of Social Work with Families	Thursday 11:30am – 2:20pm Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
3390-01 - Theory and Practice of Social Work with Communities and Organizations	Tuesday 8:30am – 11:20am Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
3390-02 - Theory and Practice of Social Work with Communities and Organizations	Tuesday 8:30am – 11:20am Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
3390-03 - Theory and Practice of Social Work with Communities and Organizations	Thursday 8:30am – 11:20am Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
3550-01 - Feminist Social Work Practice	Wednesday 11:30am – 2:20pm Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
3710-01- Field Education Preparation	Friday 11:30am – 2:20pm Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
3710-02- Field Education Preparation	Friday 11:30am – 2:20pm Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
4310-92 - Integration Seminar II	Friday 8:30 am – 11:20 am Synchronous Online	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
4310-93 - Integration Seminar II	Friday 8:30 am – 11:20 am Synchronous Online	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
4310-94 - Integration Seminar II	Friday 8:30 am – 11:20 am Synchronous Online	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
8521-01 - Social Justice and Social Change	Tuesday 8:30am – 11:20am Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026

8531-61 - Social Work Practice with Individuals	Day & Time TBD Synchronous Online	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
8532-01 - Social Work Practice with Groups	Wednesday 8:30am – 11:20am Location TBD	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
8533-01 - Social Work Practice with Families	Monday 1:00pm – 3:50pm Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
8534-01 - Social Work Practice with Org Comm	Tuesday 1:00pm – 3:50pm Windsor Hall 167 Ferry Street	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
8680-92 - Advanced Internship Seminar	Friday 8:30am – 10:30am Synchronous Online	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
8680-93 - Advanced Internship Seminar	Friday 8:30am – 10:30am Synchronous Online	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026
8680-94 - Advanced Internship Seminar	Friday 8:30am – 10:30am Synchronous Online	1 GA for 70 Hours	Jan. 5 to Apr. 30, 2026

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

### **Expected GA duties:**

Projected duties are in accordance with article 14:03 and may include but are not limited to the following: preparation for classes, preparation of written or audiovisual materials, designing and maintaining course related material, attending lectures, teaching under the direction of faculty, leading discussions and supervising laboratories, rating students' work, holding office hours, consulting with students (including electronic consultation), writing and grading tests, examinations and lab sets, grading essays and term papers, proctoring exams, tests, midterms, and quizzes, setting up experiments, conducting field trips, attending employer orientation workshops and training, and conferring with the supervisor in charge, as required by the employee's teaching duties.

**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").**

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 criteria specified in Article 12:03 of the CUPE4580 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
- 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. 1<sup>st</sup> to Apr.30<sup>th</sup> 2026)**. Refer to Articles 12, 13, and 14 of the CUPE 4580 Collective Agreement for eligibility details.

## **Required essential qualifications:**

Successful applicants must meet all essential qualifications.

Students applying for all Social Work Courses except for SWRK 8531, SWRK 8521, SWRK 8630:

- Must be registered in the School of Social Work program (MSW or PhD program)
- 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.

Students applying for SWRK 8531, SWRK 8521, SWRK 8630:

- Must be registered in the Social Work PhD program.
- Must have previously taken the course that you are applying for.
- 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.

Application forms are available from the following webpage: [Microsoft Word - application for assistantship.doc](#)

Completed applications must be submitted via email to: Lisa Dunn at [gradsw@uwindsor.ca](mailto:gradsw@uwindsor.ca)

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

## **Deadline for receiving applications: **Wednesday November 19, 2025****

**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: **Wednesday November 12, 2025**