

AVAILABLE: Teaching Assistant/Academic Assistant positions to support online offering of STAM 200 through Arts and Science Online

For the Summer Term 2022, Arts and Science Online is seeking Teaching Assistants STAM 200: Introduction to Statistics. For information about these courses, see http://www.queensu.ca/artsci_online/courses.

Responsibilities:

The teaching assistant will be expected to grade assignments, facilitate online discussion forums, and be available online to assist students with course work. More specific expectations will be covered at the beginning of the term.

Requirements:

Candidates should have an M.A. or M.Sc. and teaching/marking experience at the university level in introductory statistics or a related discipline. Previous experience with online courses, familiarity with an online learning management platform such as onQ, Brightspace/Desire2Learn, and videoconferencing software (eg Blackboard Collaborate, Zoom) is also an asset.

The primary purpose of these positions is to support undergraduate teaching in an online course. Some training and preparation are needed before the start of the course. Candidates must be prepared to work outside of the regular 9-5 work week.

Excellent communication skills are essential, as is superior computer proficiency and ability to work closely with undergraduate students. Successful candidates will be expected to have continuous access to high-speed internet in order to provide prompt online advice and electronically monitor the progress of students.

Term Dates:

May 1 – August 31, 2022

Courses in session from May 9, 2022 – July 29, 2022

Contract Hours and Rate of Pay

Positions will be offered only if course enrolment allows. The number of hours of work will be determined by actual enrolment numbers close to the start of term.

The rate of pay for Teaching Assistants is commensurate with the rates specified in the collective agreements of Teaching Assistants (PSAC).

The rate of pay for Academic Assistants is commensurate with the rates specified in the collective agreements of Academic Assistants (USW2).

To Apply:

Apply in writing with a cover letter and resume or CV to Sasha Lamont at sasha.lamont@queensu.ca. Applications must be received by Monday, March 7, 2022.

The University invites applications from all qualified individuals. Queen's University is committed to employment equity and diversity in the workplace and welcomes applications from women, visible minorities, indigenous peoples, persons with disabilities, and persons of any sexual orientation or gender identity. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

The University will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant's accessibility needs. If you require accommodation during the interview process, please contact Sasha Lamont at sasha.lamont@queensu.ca.