

**Teaching Assistant Posting  
Dalhousie University**

**Department:** Physiology & Biophysics  
Room 3B1 Sir Charles Tupper Medical Bldg.  
Dalhousie University  
Halifax, NS B3H 4R2

**Posting Date:** November 15, 2023

**Application Deadline:** November 30, 2023

**Positions:** A. Up to 11 PHYL1002/1012 tutorial TA positions – 65 hours each (remote or in-person)  
B. 1 PHYL1002/1012 communication TA position – 90 hours  
C. 1 PHYL 3620 TA position – 65 hours

**Term/Dates:** Winter 2024 term: January 8 – April 9, 2024

**Pay Rate:** In accordance with CUPE Collective Agreement

**Work Assignment:**

**A. 10 Tutorial TA positions (65 hours each) – PHYL 1002 & 1012. Please specify REMOTE or IN-PERSON.**

Teaching Assistants will be responsible for providing support for Human Physiology 2 (1002: online and/or 1012: hybrid). There are 2 types of tutorial positions: one can be conducted entirely remotely, and one requires in-person availability to invigilate exams and/or to lead tutorials. Both types of positions have the same hours requirement, but the hours are split differently (i.e., more grading for the remote position).

Duties will include, but are not limited, to the following:

Each TA will lead a section (between 40-70 students) throughout the course. The responsibilities of TAs include:

- Leading a weekly online or face-to-face tutorial (1 h). Each tutorial will review important physiological concepts from the previous week. There are 9 tutorials scheduled for the semester and material will be provided by the instructors. TAs will be expected to review and adapt the material, as necessary.
- Participating in TA training provided by the course instructors, if necessary.
- Marking laboratory assignments (3 labs during the semester) on Brightspace, which includes:
  - (1) verification of completeness of PDF submission
  - (2) marking of written essay answers

The anticipated grading time is 10-20 grading hours per lab. It is expected that in-person TAs would be responsible to grade ~40 labs, while remote TAs would be responsible to grade ~70 labs.

- Communicating regularly with course instructors.
- **For in-person TAs only.** Invigilate 3 exams:
  - (1) February 8 and March 14 from 6PM-9PM
  - (2) Final exam: schedule to be released by the Registrar in early February

Each tutorial section will be compensated as a 65 h TA position. Candidates can apply to lead one or two sections (compensated as a 130 h TA position), depending on their availability and interest.

### **B. 1 Communication TA position (90 hours) – PHYL 1002 & 1012**

Duties will include, but are not limited, to the following:

This TA will lead one tutorial section (see description above). In addition, the responsibilities of this TA include:

- Monitoring the course-specific email account and answering students' administrative & content-based questions.
- Directing students to appropriate resources, when necessary.
- Training new TAs
- Coordinating lab grading

This position can be completed remotely or in-person, based on the preference of the chosen candidate.

#### **Requirements (for PHYL 1002/1012 positions):**

The successful applicants will:

- exhibit leadership and initiative to become a role model and reliable resource for the students they work with.
  - possess superior communicating skills that allow them to provide engaging and dynamic instruction.
  - be well-organized, reliable, ethical, and able to comply with Dalhousie's academic integrity policy to mark assignments accurately and fairly.
  - be interested in evidence-based pedagogical practices and be willing to be trained and learn.
  - understand physiological core concepts and be able to communicate this knowledge appropriately to the audience.
  - Having a graduate degree in physiology or in a related area or be currently enrolled as a graduate student in physiology is an asset. Having prior teaching or TAing experience, especially in physiology courses, will also be considered.
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### **C. 1 Human Physiology lab TA position (65 hours) – PHYL 3620**

This TA will support the instructor in marking and providing feedback on written assignments.

Duties will include, but are not limited, to the following:

- Grading individual and group written work from advanced undergraduate students.
- Give relevant, constructive, and timely feedback to students on their written lab reports.

#### **Requirements (for PHYL 3620 position):**

The successful applicants will:

- Be familiar (or willing to learn) about the experimental methods used in the lab.
- Have excellent critical thinking and scientific writing skills, to give meaningful feedback to these upper-year undergraduate students.
- Having experience and knowledge of pedagogical best practices to provide useful feedback is essential.
- Be well-organized, reliable, able to complete work on time,
- Having a graduate degree in physiology or in a related area or be currently enrolled as a graduate student in physiology is an asset. Having prior teaching or TAing experience, especially in physiology courses, will also be considered.

If interested in these positions, please email your application **on or before November 30, 2023** to Dr. Joshua Slysz ([joshua.slysz@dal.ca](mailto:joshua.slysz@dal.ca)) and Dr. Marie-Soleil Beaudoin ([marie-soleil.beaudoin@dal.ca](mailto:marie-soleil.beaudoin@dal.ca)). Your application should include a cover letter that **indicates which position(s) you are most interested in (feel free to list in order of interest)** and your résumé. If you have any questions about these positions, please contact Joshua or Marie-Soleil directly. Offers of employment will be given according to CUPE guidelines.

**All offers of employment are conditional upon sufficient student enrolment in the course and approval by the University.**

Dalhousie University is committed to fostering a collegial culture grounded in diversity and inclusiveness. The university encourages applications from Indigenous persons, persons with a disability, racially visible persons, women, persons of a minority sexual orientation and/or gender identity, and all candidates who would contribute to the diversity of our community. For more information, please visit [www.dal.ca/hiringfordiversity](http://www.dal.ca/hiringfordiversity)