Teaching Assistant Posting
Dalhousie University

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

Posting Date: June 29, 2023

Application Deadline: July 17, 2023

Positions:
A. Up to 10 PHYL1001/1011 tutorial TA positions – 65 hours each (remote or in-person)
B. 1 PHYL1001/1011 communication TA position – 90 hours
C. 1 PHYL 3120 TA position – 65 hours

Term/Dates: Fall 2023 term: September 5-December 22, 2023

Pay Rate: In accordance with CUPE Collective Agreement

Work Assignment:

A. 10 Tutorial TA positions (65 hours each) – PHYL 1001 & 1011. Please specify REMOTE or IN-PERSON.
Teaching Assistants will be responsible for providing support for PHYL1001 Human Physiology 1 (1001: online and/or 1011: 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. October 5 and November 2 from 6PM-9PM
  2. Final exam: schedule to be released by the Registrar in early October

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 1001 & 1011
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.

C. 1 Exercise Physiology TA position (65 hours) – PHYL 3120
This TA will support the instructor with the delivery of this advanced exercise physiology seminar, taught on the flipped classroom principle. Duties will include, but are not limited, to the following:
- Communicating with supervisors and get familiar with weekly material and grading expectations.
- Independently reviewing online material on Brightspace to be able to guide students through the concepts.
- Attending classes when necessary. Classes run on Tuesdays and Thursdays from 9:35-11:25AM. The chosen TA must be available for most of these classes.
- During class, actively communicating with students to ensure they are on the right learning path. Challenging them with additional questions.
- Accurately and in a timely manner, marking weekly concept maps, exams, and end-of-semester projects, in collaboration with instructors.
- Providing relevant feedback and constructive criticism to students to support their learning.

Requirements:
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.
- (For PHYL 3120 position): demonstrate interest and knowledge of exercise physiology and its impact on health and disease.

Having a graduate degree in a 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 July 17, 2023 to Dr. Joshua Slysz (joshua.slysz@dal.ca) and Dr. Marie-Soleil Beaudoin (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