

**Teaching Assistant Posting
Dalhousie University**

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

Posting Date: July 2, 2024

Application Deadline: July 19, 2024

Position: 1 PHYL 2041 TA position – 65 hours

Term/Dates: Fall term: September 3-December 4 2024

Pay Rate: In accordance with CUPE Collective Agreement

Work Assignment:

The Teaching Assistant will be responsible for providing support for PHYL 2041 Human Neurophysiology.

Communication TA position (65 hours)

This TA will be a key liaison between students and faculty. As such, this person will become the first point of contact for students, will answer administrative and content-based questions via email, and direct students to appropriate resources when necessary. It is expected that the individual will understand physiological core concepts and be able to communicate this knowledge appropriately to the students.

Specifically, this individual will be responsible for:

- Monitoring the course-specific email account and answering and/or directing students' questions to faculty or resource supports.
- Monitoring the Discussion Board on Brightspace to answer posted student questions or direct them to the appropriate faculty member.
- Assisting faculty with exam organization, preparation, printing, invigilation, SDA submissions, and marking (including for make-up exams, if necessary).
- Handling of accommodation requests and deferred exams.
- Meeting with students to review exams.
- Monitoring and proactively reaching out to students who appear to be struggling academically.

Having an undergraduate degree in physiology or in a related area or currently being enrolled as a graduate student in physiology is an asset. Prior teaching or TA experience will also be considered. Also, the individual should possess superior communication skills which allow them to provide sensitive and appropriate responses to student requests. They should be well-organized and reliable.

If interested in these positions, please email your application **on or before July 19, 2024** to Dr. Stefan Krueger (stefan.krueger@dal.ca). Your application should include a cover letter detailing any relevant experience. If you have any questions about these positions, please contact Dr Krueger 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