# TEACHING ASSISTANT/MARKER/DEMONSTRATOR POSTING

DALHOUSIE UNIVERSITY

Halifax, Nova Scotia, Canada, B3H 4R2

**POSTING DATE:** 11June 2024

**APPLICATION DEADLINE:** 2 July 2024

**POSITION:** Teaching Assistants for **SUST 4001.03 and SUST 4002.03**, *Environment, Sustainability and Society (ESS) Capstone.* FALL 2024 **and** WINTER 2025 TERMS

**EMPLOYMENT PERIOD:** 3 Sept. 2024 – 17 Apr. 2025

**DEPARTMENT/LOCATION:** College of Sustainability, Mona Campbell building, Suite 1401

**PAY RATE: 180** hours as per CUPE Collective Agreement ($5409 gross pay, total for Fall and Winter terms).

**WORK ASSIGNMENT:** Teaching Assistants are responsible for leading group work sessions and providing support for SUST 4001 and SUST 4002: “Environment, Sustainability and Society Capstone.” This fourth-year course is part of the ESS (Environment, Sustainability and Society) undergraduate program which takes an experiential and trans-disciplinary approach to understand the realities behind complex sustainability issues. This culminating course offers students the experience of working on a wide variety of sustainability issues with an external client (community groups, businesses, not-for-profit organizations, government departments etc.).

Teaching Assistants are required to meet in person with small groups during tutorial times each week. In addition, responsibilities include preparing for tutorials, assessing student participation and assisting in the grading of some course assignments. TAs guide student teams through the various stages of “knowledge mobilization projects” — response to RFPs (Request for Proposals), literature review, research methods, and the delivery of an oral presentation and written reports to clients. TAs are expected to provide significant and constructive feedback on written assignments.

It is essential that TAs work collaboratively with the course instructors, fellow teaching assistants and College staff. TAs are required to participate in an in-person weekly instructional team meeting on Wednesdays 12:00 – 1:00. **TAs must be available in person during the class times on Monday, Wednesday and Friday 1:00 pm - 2:30 pm in both Fall and Winter terms**. Applicants must confirm their availability for the weekly meeting and classes in their application. TAs report directly to the course instructors and the Academic Advisor / Program Manager in the College of Sustainability.

**REQUIREMENTS OF POSITION:** Applicants must be graduate or professional students at Dalhousie University or recent (2 years) alumni. Applicants must have experience or background in a field related to Environment, Sustainability and Society. Applicants must possess exceptional communication skills – both oral and written. Familiarity with business writing (Request for Proposals, project proposals and final reports, etc.) is an asset. Familiarity with Brightspace online learning tool is an asset. TAs must demonstrate initiative, be reliable, energetic, and enthusiastic about the class project topics, and comfortable in facilitating the learning of undergraduate students. Previous teaching/tutoring experience is an asset. The College of Sustainability will request an acknowledgment of the TA position from grad supervisors before the start of the fall term.

# If you are interested in the above position please apply by completing the application form:

<https://forms.office.com/r/a4VgtyWT3N>

Applicants must sign in with their Dalhousie Net ID and Password to access the form. Applicants must upload a cover letter and resume (in one file with your name in the file name) and include contact information for two references. If you are interested in more than one SUST TA or Marker position, please complete the application form ONCE for all positions.

**Questions?** Contact: College of Sustainability Program Secretary cos.secretary@dal.ca

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

*Dalhousie University commits to achieving inclusive excellence through continually championing equity, diversity, inclusion, and accessibility. The university encourages applications from Indigenous persons (especially Mi’kmaq), persons of Black/African descent (especially African Nova Scotians), and members of other racialized groups, persons with disabilities, women, persons identifying as members of 2SLGBTQ+ communities, 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)*.*