

MARKERS POSTING
Dalhousie University
Halifax, Nova Scotia
B3H 4R2

POSTING DATE: 08 – JAN 2025
APPLICATION DEADLINE: 20 – JAN 2025
Or until position is filled.

POSITION: Marker (7 - 8 positions available)
(February – April, 2025)

DEPARTMENT/LOCATION: Faculty of Management

LOCATION: **Studley Campus (Current: In-Person)**

PAY RATE: \$24.00 per hour (In accordance with CUPE Collective Agreement)

WORK ASSIGNMENT: Markers will assist with COMM1712 – 8 Individuals

Duties include, but are not limited to:

1. Marking assignments, and other deliverables and maintaining grades in Excel spreadsheet and/or online grade book on Brightspace
2. Required to participate in training before marking any assignments and review all assignment materials (PowerPoints, readings, and videos) before marking assignments
3. Assist the Instructor when needed
4. Communicate regularly with the professor

REQUIREMENTS OF POSITION:

- Demonstrated understanding in the following topics of the assignments which will be graded:
 - Understanding of interviewing, SMART goals, critical self-reflection, and creation of a LinkedIn profile;
- Ability to communicate clearly and effectively to the instructor
- Deadline-oriented time management skills are essential
- Skills in organizing information, and materials
- Ability to provide positive and constructive written feedback

Applicants must be in Halifax as in-person attendance at a training session(s) is required before grading assignments unless this specific training session has been completed in a previous semester. If this training has been completed before, a review of training materials will still be required.

Preference will be given to the Faculty of Management (FoM) business students in third & fourth year as well as FoM business students or graduates who have previous experience as a marker in this course.

IF YOU ARE INTERESTED IN THE ABOVE POSITION, PLEASE SEND YOUR CV BY THE APPLICATION DEADLINE TO:

Professor Kathleen Wooden
kathleen.wooden@dal.ca
Faculty of Management
Dalhousie University

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.