

**MARKERS POSTING**  
**Dalhousie University**  
**Halifax, Nova Scotia**  
**B3H 4R2**

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**POSTING DATE:** 28 - April-2026  
**APPLICATION DEADLINE:** 13 – May -2026 -  
**Or until the position is filled.**

**POSITION:** Marker (1 position available based on course enrollment)  
(May – August 2026)

**DEPARTMENT/LOCATION:** Faculty of Management

**LOCATION:** **Studley Campus (Current: Online)**

**PAY RATE:** \$25.59 per hour (In accordance with CUPE Collective Agreement)

**WORK ASSIGNMENT:** Marker will assist with COMM1712 – Personal & Professional Development II

The Marker will, in consultation with the instructor:

1. Mark assignments, and other deliverables and maintain grades in an Excel spreadsheet and/or online grade book on Brightspace
2. Required to participate in training (if not completed before) in advance of marking any assignments and reviewing all assignment materials (PowerPoints, readings, and videos)
3. Mark and/or provide feedback on assignments in an online format in collaboration with the instructor
4. Assist Instructor when needed with administrative tasks related to grades
5. Communicate regularly with the professor

**REQUIREMENTS OF POSITION:**

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

**Preference will be given to third & fourth year business students in the Faculty of Management with previous experience marking in this course who have completed the marker training and previously graded in the software, Kira Talent, used for the Practice Interview Assignment.**

**Applicants must be available to complete grader training if it has not been completed, and there is no previous experience grading the assignments 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.

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*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.*