TEACHING ASSISTANT POSTING
Dalhousie University
Halifax, Nova Scotia
B3H 4R2

POSTING DATE: August 6, 2026
APPLICATION DEADLINE: Post for 10 days
Or until the positions are filled.

POSITION: **Teaching Assistant for MGMT 5125**

DEPARTMENT/LOCATION: Faculty of Management

LOCATION: **Studley Campus (Current: In-Person): Post for 10 days**

PAY RATE: $1229 (35 hours) (In accordance with CUPE Collective Agreement)

WORK ASSIGNMENT:

Duties include, but are not limited to:

1. Required to participate in training for assignments and review all assignment materials (PowerPoints, readings, and videos) to be prepared to answer student questions.
2. Attend and assist with online intensive (Dec 14-16), as needed, and online evening sessions, as needed
3. Manage Panopto recordings
4. Support students in use of AI tools
5. Support maintaining student grades in Excel and Brightspace and other general administrative work.
6. Assist with marking and/or provide feedback on assignments in online format in collaboration with the instructor

REQUIREMENTS OF POSITION:

- Strong awareness of current public policy debates
- Strong awareness of government institutions and policy processes and practices
- Advanced knowledge of public policy analysis, the policy cycle and public administration theories
    - Practical experience is an asset
- Deadline-oriented time management skills are essential
- Ability to interact well with mature students—to listen, clarify, question, and respond effectively to their needs
- Skills in organizing information, materials, and people
- Ability to provide positive and constructive oral and written feedback
- Discretion with respect to sensitive material and critical awareness of diverse policy views

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

Kevin Quigley
Kevin.Quigley@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.