

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

POSTING DATE: Aug 4, 2026
APPLICATION DEADLINE: Aug 14, 2026
Or until position is filled

POSITION: Teaching Assistant - 10 positions, including one designated Lead Teaching Assistant
September - December 2026

DEPARTMENT/LOCATION: Faculty of Management

PAY RATES: \$3,160 (90 hours) Teaching Assistant
\$4,565 (130 hours) Lead Teaching Assistant
(in accordance with CUPE Collective Agreement)

WORK ASSIGNMENT: Assist with **COMM 1010 Business in a Global Context**

Duties: Duties include, but are not limited to, the following:

- Support in-person course delivery and maintain regular communication with the instructor and TA team
- Hold scheduled office hours, online or in person, and respond to routine student questions about course content, assignments, and expectations
- Maintain assigned course materials, participation records, and grades in Brightspace
- Mark assigned term work and tests using the rubrics and guidance provided
- Complete assigned marking and recurring weekly tasks by the established deadlines
- Attend coordination meetings to support consistent course delivery
- Help set up and invigilate scheduled tests and examinations

The Lead Teaching Assistant will also help coordinate TA and marker schedules, work allocation, marking progress, and grading consistency.

REQUIREMENTS OF POSITION:

- Confidence and enthusiasm for supporting first-year students
- A completed bachelor's degree is required, preferably in business, commerce, or management
- MBA and other graduate students are strongly preferred
- Strong written and spoken communication in English, including professional online communication
- Well-organized and dependable, with a demonstrated ability to complete recurring responsibilities and meet deadlines
- Comfortable applying established rubrics and course guidelines consistently
- Available for required course activities throughout the full appointment period, including scheduled meetings, office hours, tests, and the examination period
- Previous teaching assistant, marking, tutoring, or peer-support experience is an asset

IF YOU ARE INTERESTED IN THE ABOVE POSITION, PLEASE SEND YOUR C.V., MOST RECENT UNOFFICIAL TRANSCRIPTS, AND A LETTER OF APPLICATION OUTLINING YOUR QUALIFICATIONS TO:

(IMPORTANT. Subject line of your email: TA APPLICATION-COMM 1010)

Shakara Joseph
sjoseph@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.