

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 - 7 positions
September - December 2026

DEPARTMENT/LOCATION: Faculty of Management

PAY RATE: \$1,229 (35 hours)
\$1,580 (45 hours)
(in accordance with CUPE Collective Agreement)

WORK ASSIGNMENT: Assist with **COMM 1713 Fundamentals of Work Integrated Learning (WIL)**

Section 1 – 1 Individual for 45 hrs and 3 Individuals for 35 hrs

Section 2 – 3 Individuals for 35 hrs

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

- Marking assignments and maintaining grades in Excel spreadsheet and/or on-line grade book on Brightspace
- Participate in the required in-person training before marking any assignments and review all course materials, including PowerPoint presentations, readings, and videos, prior to evaluating student assignments
- Assist the instructor, if needed
- Communicate regularly with the professor

REQUIREMENTS OF POSITION:

- Demonstrated understanding of the following topics in 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 with 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 is required before grading assignments during Fall term 2026.

Preference will be given to third- and fourth-year business students in the Faculty of Management, especially those who have successfully passed COMM1712 or MGMT4895 and have prior experience marking for this course.

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 1713)

**Prof. 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.