

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

POSTING DATE: Aug 10, 2026
APPLICATION DEADLINE: Aug 24, 2026
Or until position is filled

POSITION: Teaching Assistant - 2 positions
September - December 2026

DEPARTMENT/LOCATION: Faculty of Management

PAY RATE: \$6,320 (180 hours)
\$3,863 (110 hours)
(in accordance with CUPE Collective Agreement)

WORK ASSIGNMENT: Teaching Assistants will assist with COMM3802 (Work Term III) and COMM3801 (Work Term II)
1 Individual for 180 hrs
1 Individual for 110 hrs

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

- Review all course materials to have a firm understanding of the Summer academic work term report.
- Assist in marking the third and second (summer) work term reports and completing rubrics in Excel.
- Enter grades in Brightspace as needed.
- Communicate regularly with the professor.
- Complete general administrative work.

REQUIREMENTS OF POSITION:

Grading is time-sensitive, so candidates must be able to commit to completing the marking of 385 work term reports over a six to seven-week period starting on September 1st. Individuals must have excellent knowledge of writing and grammar skills, knowledge of APA 7th edition format and a good academic track record. Additionally, candidates must be self-motivated, able to work independently, and possess excellent skills in time management and communication.

Preference will be given to applicants enrolled in or who have completed a graduate degree related to business from the Faculty of Management. Marking experience with the Bachelor of Commerce Co-op academic work term report in the Faculty of Management (FoM) and experience with Brightspace is preferred.

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-MGMT 3801 & 3802)

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.