



## TEACHING ASSISTANT POSTING

Dalhousie University  
Halifax, Nova Scotia B3H 4R2

**POSTING DATE:** 17 Apr 2024  
**APPLICATION DEADLINE:** 27 Apr 2024 or until position is filled

**POSITION:** Teaching Assistants – 6 position, enrolment dependent  
(May to August 2024)  
**DEPARTMENT:** Faculty of Management  
**LOCATION:** Studley Campus  
**PAY RATE:** \$352 (45 hrs) (in accordance with CUPE Collective Agreement)  
**WORK ASSIGNMENT:** Assist with **COMM 3501 – Production/Operations Mgmt**

**Duties include**, but are not limited to:

1. Leading a weekly tutorial, in person.
2. Attending weekly team meeting
3. Marking of midterm and final examinations.
4. Assist in invigilating the midterm and exam.
5. General administration
6. Meeting with students for assistance

### REQUIREMENTS OF POSITION:

To be able to prepare and present tutorials and to be available for consultation on group projects. To have good writing and grammar skills. To have a good academic track record. Good interpersonal skills required to work with groups of students or one-on-one interaction. To have completed Comm 3501 (preferred) or an equivalent course with at least a grade of B+. To be well organized. To have TA and Marking experience. Experience with the case teaching method is a definite asset.

**PLEASE APPLY BY THE APPLICATION DEADLINE WITH YOUR CV TO:**

**Sheri Landry**  
**Sheri.Landry@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.*