

WORK STUDY JOB POSTING

For HR/CUPE 951 USE ONLY

NON UNION

JOB TITLE: ECON2 - Uni 102 Classroom Assistant
DEPARTMENT NAME: Faculty of Social Sciences
CONTACT NAME: Dr. David Scoones, Economics
JOB DESCRIPTION: University 102 Classroom Assistant (1 position)

The University 101/102 Program provides free, non-credit humanities and social sciences course for students who have faced barriers to accessing post-secondary education. Primary duties of this position include assisting the Program Coordinator with research and program development related to accessible education and critical pedagogy, as well as connecting with other organizations on campus and in Victoria who are involved in accessible adult education.

QUALIFICATIONS:

Third or fourth year undergraduate or graduate students majoring in a Social Sciences department are preferred. We are looking for people who are dynamic and flexible, and interested in making education more accessible to a wide range of people. Must have proven skills in communications, group facilitation, organizational skills, writing, public speaking, and the use of the internet and office suite.

JOB LOCATION ON-CAMPUS: University 101/102 Program – Office: Clearihue B129
WORK STUDY WAGE: \$12.00/hour (including 4% vacation pay)
DEPARTMENT TOP-UP (none)
HOURS AVAILABLE: 48 hours

HOW TO APPLY:

Please provide a resume and cover letter outlining why you are interested in this position and what special experience and/knowledge you bring to it. The cover letter should be addressed to Becky Cory, University 101 Program Coordinator and should indicate that this application is for the UNIVERSITY 101 CLASSROOM ASSISTANT POSITION. The resume should list the names of 3 referees. Please e-mail your cover letter and resume to uni101@uvic.ca. Shortlisted candidates will be asked to come in for a personal interview.

Applicants must be eligible for Work Study Program
For details go to: <http://www.uvic.ca/registrar/safa/work-study/index.php>