

Department of Mathematics and Statistics

Application for 2015 Summer Teaching Assistants CUPE 4163 Specialist Instructor

Positions:

There are approximately 20 positions ranging from 49 to 196 hours each for the period between May and August 2015. Most positions are for about 50 hours in total. Teaching Assistants mark assignments and midterms, instruct tutorials, invigilate tests, or work in the Assistance Centre, which provides one-to-one tutoring with University of Victoria students who are enrolled in our first year Mathematics or second year Statistics courses.

Appointments will be made in accordance with Article 13.02 (Appointment Procedures) and Appendix A of the CUPE 4163 Collective Agreement.

Please be advised that we have very few positions available over the summer and priority will first be given to graduate students enrolled in the Department of Mathematics and Statistics.

Instructions:

1. The application deadline is Saturday, March 7, 2015.
2. To apply, fill out the online form at http://tiny.cc/TA_App
3. For specific position, you must fill out the additional application form:
 - a. Tutorials – <http://tiny.cc/TATutorial>
 - b. Marking – <http://tiny.cc/TAMarking>
 - c. Assistance Centre – <http://tiny.cc/TAAssistanceCentre>
4. If you have any other questions, please contact Carol Anne Sargent by email at msadmin@uvic.ca, telephone 250-721-7459 or in person at SSM A436.
5. We will send you a confirmation email once you have submitted all the forms.
6. There may be an interview as part of the hiring process.
7. Everyone who is offered a position must be able to produce a Social Insurance Number and for international applicants, a study and/or work authorization.
8. We expect to finalize the TA appointments by Monday, April 13th, 2015. If you need to know earlier, please indicate this on your application or contact us.

Qualifications:

1. Marking:

- a) Mathematics and Statistics Graduate student applicants are deemed qualified to mark:
 - i) any 100 or 200 level or equivalent course completed and
 - ii) any undergraduate course in their broad area of study (pure, applied, discrete, statistics)
- b) All other applicants must have:
 - i) completed a math or statistics course at a level at least two years higher than the course to be marked,
 - ii) no less than a first class average (6.5) in math or statistics courses taken and
 - iii) a grade of at least A- in the course (or equivalent) to be marked

Exception: “two years” is replaced by “one year” in b) above if the applicant is pursuing a year of additional study in the area of the course to be marked and the course to be marked has been taken at UVIC within the last three years.

2. Tutorials and Assistance Centres: Same as for marking plus excellent teaching ability as demonstrated during the interview and/or with past experience and references.

Selection criteria will also include ability based on academic merit and related experience, the career and/or pedagogical value of the position to the applicant, the applicant's preferences, and other sources of financial support being received.

The University of Victoria is an equity employer and encourages applications from women, persons with disabilities, visible minorities, and aboriginal persons.

Rate of Pay: The hourly rate is \$24.21 plus 4% vacation pay, unless time off is specifically requested at the time of appointment. For more information see the CUPE 4163 Collective Agreement.

- **Positions start as early as Monday, May 4, 2015, depending on the job.**
- **This application does not ensure employment.**
- **First semi-monthly cheques will be available on May 15th, 2015**

Application deadline is Saturday, March 7, 2015
Late or incomplete applications may not be considered

Thank you for your interest!