

**Department of Writing**  
**Call for Applications: Specialist Instruction Academic Assistantships (CUPE 4163)**

The Department of Writing is hiring Academic Assistants to support WRIT 109: Writer's World: Books + Film, a high enrollment elective course open to all students across campus. These positions are subject to funding availability and/or course cancellation.

Assistants will be paid at the Junior Assistant rate: \$19.85 an hour, plus 4% pay in lieu of vacation time.

To apply, submit your application to ([writinggradadvisor@uvic.ca](mailto:writinggradadvisor@uvic.ca)) by **Friday August 1**.

Materials include:

1. application form indicating course preferences;
2. current curriculum vitae or resume.

Fall 2025

WRIT 109 A01: Marvel (Wednesday 3:30-6:20pm)

WRIT 109 A02: Pixar (Thursday 3:30-6:20pm)

Spring 2026

WRIT 109 A01: Pixar (Wednesday 3:30-6:20pm)

WRIT 109 A02: DC (Thursday 3:30-6:20pm)

Junior Academic Assistants are primarily responsible for marking assignments for completion, responding to student emails, providing technical assistance, and tracking attendance. Assistants are also required to attend the CUPE 4163 orientation in Fall 2025 and calibration meetings with the course instructor(s) at the beginning of the term.

To be eligible, students must meet the following criteria:

- full-time registration;
- first class academic standing (minimum 7.0/9.0 or equivalent);
- Canadian and international students are eligible;
- available for approximately 100-125 hours/semester;
- interest and/or knowledge in subject matter an asset.

**Selection Criteria**

Appointments will be made in accordance with the [CUPE 4163 Component 1 and 2 Appointment Priority Policy](#).

UVic is committed to upholding the values of equity, diversity, inclusion and [human rights](#) in our living, learning and work environments. In pursuit of our values, we seek members who are eager to actively participate in that shared responsibility. We actively encourage applications from members of [historically and systemically marginalized](#)

[groups](#). Read our [full equity statement](#). The University's full equity statement is dated Fall 2024.

Priority will first be given to graduate or undergraduate students enrolled in the department's graduate or undergraduate program, in accordance with Appendix A:

1. graduate students in their 2<sup>nd</sup> year;
2. graduate students in their 1<sup>st</sup> year;
3. graduate students in years 3-5;
4. undergraduates;
5. others/non-students.

Additional selection criteria includes: qualifications and ability based on academic merit and related experience, the career and/or pedagogical value that the experience in a particular position will provide the student, the student's preferences, and other sources of graduate student financial support being received.