

	<h2 style="margin: 0;">University of Victoria Posting</h2> <h3 style="margin: 0;">CUPE 4163 Specialist Instructional</h3>
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<b>Position Title:</b> Teaching Assistant	<b>Appointment From:</b> January 14, 2026 <b>To:</b> April 30, 2026
<b>Department:</b> Counselling Psychology Faculty of Health	<b>Instructor:</b> Alex Short
<b>Hourly Rate:</b> \$34.72 + 4% vacation pay	<b>Hours Available:</b> up to 60 TA hours  <b>(0.8 hours per student registered in course)</b>
<b>Course:</b> <b>CNPY 116 A01</b> <b>CRN: 20597</b>	<b>Course Description:</b>  CNPY116 - Communication for Personal and Professional Success  Of interest for those who want to learn about communication strategies for professional and social relationships to support success and positive mental health. Topics include verbal and non-verbal communication, assertive communication, self-concept, conflict resolution, and behaviours that influence communication success in personal and professional relationships.
<b>Required Qualifications and Experience:</b> <ul style="list-style-type: none"> <li>•Completed ED-D/CNPY 116 or equivalent</li> <li>•Tuesday &amp; Thursday availability from 3:30 to 4:50 pm throughout Spring semester; additional hours for lecture support may be requested as needed</li> <li>•Availability to support marking assignments throughout semester</li> </ul> <p>*Note: preference will be given to 2<sup>nd</sup> or 3<sup>rd</sup> year CNPY students</p>	
<b>Job Description/Responsibilities:</b>	

This position involves a blend of classroom support (e.g. observing students' practice of helping skills and providing feedback) and marking/grading assignments. Non-Canadian applicants must provide evidence of either permanent residence or copies of your work/student visa and Canadian Social Insurance number (for privacy reasons, it is not recommended sending this information by email).

Under the supervision of the course instructor, duties may include but are not limited to the following:

- will attend mandatory TA orientation session on **Tuesday January 6th from 9:00am – 12:00pm in-person** in the Harry Hickman Building (HHB) Room 128
- will attend marking meetings;
- may mark course mid-terms and final exams (answer keys provided);
- will provide student consultation at established hours;
- may update data in BrightSpace; and
- other tasks may be added at the time of the work schedule meeting with the course instructor depending on qualifications and time available.

Note: Specific duties will be confirmed at the time of the work schedule meeting to complete the [Checklist of Duties](#) (CUPE Forms).

Resources:

[TA Responsibilities](#)

[TA Guides](#)

#### **How To Apply:**

Please email a resumé or CV and brief statement of interest to Delaney ([counspsych@uvic.ca](mailto:counspsych@uvic.ca)) **on behalf of the instructor, Alex Short**

**Submission Deadline: December 1, 2025**

**It is anticipated the final employment decision will be made by:**

December 15, 2025

**APPENDIX A**

**Appointment Priority Policy for Specialist Instructional (CUPE 4163) Positions  
Appointment Priority Policy - A**

<b>Priority Group</b>	<b>Level</b>
Graduate students previously appointed to bargaining unit positions as incoming students, and who will be in their 2 <sup>nd</sup> year of a Masters program or the 2 <sup>nd</sup> through 4 <sup>th</sup> year of a Ph.D. program	1
Masters Year 1 and Ph.D. Year 1	2
Ph.D. Year 2, 3, 4, or 5	3
Other graduate students (in other years, not previously appointed, or from other departments)	4
Undergraduates	5
Others/non-students	6

Appointments will be made in accordance with Article 13.02 (Appointment Procedures) and Appendix A of the [CUPE 4163 Collective Agreement](#). See Schedule 1 in the Collective Agreement for wages.

Selection criteria will include: 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.

Application does not ensure employment.

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