

### **MEDS 301 Teaching Assistant**

- 1 position for the Winter term (January-April 2026)
- Total hours: 98 (an average of 6 hours per week)
- See [Component 1](#) Salary Schedule Academic & Scientific Assistants for wages
- Term: January 5, 2026, to April 24, 2026

### **Summary of duties and responsibilities**

Under the supervision of the MEDS 301 course instructor, teaching assistant(s):

- Attend classes
- Work with the students on their assignments
- Provide student consultation
- Lead discussion groups in classes
- Mark lab assignments and grade exams
- Record keeping

The MEDS 301 course supervisor will complete the [Checklist of Assigned Duties and Approved Work Schedule](#) (Appendix 'E') with the incumbent by January 9, 2026.

### **Required qualifications and experience:**

- Knowledge of the subject as demonstrated by courses and/or research papers (i.e., having taken courses on pharmacology or published research papers with a pharmacology component).
- Experience in guiding discussions groups and on providing students consultation (i.e., directing/supervising/mentoring at the graduate, undergraduate, or high school levels).
- Experience on teaching/oral presentations (i.e., teaching in the classroom, public presentations, professional presentations etc.).
- Management skills.

**Application:** Please fill out and return the [application form](#) to SMS Administrative Assistant: **Karinna Vasquez Castro**, [karinnavc@uvic.ca](mailto:karinnavc@uvic.ca).

**Deadline:** November 28, 2025.

### **Note:**

- "Employees registered in an academic degree program will normally be limited to a maximum of fourteen (14) hours of work per week on average over the term of appointment." (Article 14.02 (b)).
- Appointments will be made in accordance with Article 13.02 (Appointment Procedures) and Appendix A of the CUPE 4163 Collective Agreement.
- Wages will be paid in equal installments, and actual hours worked may vary in a given pay period depending on the work schedule.
- Students in the Neuroscience Graduate Program must consult the Teaching Assistantship section of the handbook ([page 26-27](#)).