Call for Sessional Instructors
School of Public Administration, University of Victoria

17 October 2017

The School of Public Administration invites expressions of interest from individuals interested in sessional teaching in one or more of the courses listed below being offered during the 2018 Spring session (January-April). Appointments will be made under the agreement for union CUPE 4163 Component 3. For information about this union, please visit the website: https://4163.cupe.ca/.

General instructional responsibilities include:
• Teaching the course on-campus or online, as dictated by the course offering format noted.
• Consulting with students and being available to them through office hours and/ or electronic communication.
• Evaluating student learning, including grading of assignments.
• Working collaboratively with other instructors.
• Developing a working knowledge of instructional technology.
• Confirming the course reading materials based on existing syllabus information and adhering to relevant copyright laws.
• Maintaining current Human Research Ethics board approval for course work, if needed.
• Complying with the provisions of the Freedom of Information and Protection of Privacy Act of BC.

Qualifications: The minimum requirement is a Bachelor’s degree and professional experience in a related field; a Master’s degree or PhD is preferred. The salary range for 1.5 units of teaching (one course) is $5,390-6,556, depending upon qualifications, for the period.

Procedures: Submit written Expression of Interest including course(s) for which you wish to be considered and current CV by 11:55 p.m. (Pacific Time) on Tuesday, October 31, 2017, to:

School of Public Administration
University of Victoria
PO Box 1700 Stn CSC
Victoria, BC V8W 2Y2

or via email: padmrsvp@uvic.ca

If positions remain unfilled after the closing date, this Call will be re-posted. Questions about this call should be directed to Silvia Dulc, Administrative Officer, at 250-472-4196.

Decisions about appointments to these positions will be made as soon as possible in November. The University reserves the right to fill additional teaching assignments from the pool of applicants for this posting. Positions are subject to funding and/ or enrolment criteria.
Courses (titles link to Calendar description):

- Undergraduate:
  - ADMN 310 Public Sector Economics – online
  - ADMN 422 Ethical Public Management – online

- Graduate:
  - ADMN 556 Managing Public Policy – online
  - ADMN 580 Qualitative Evaluation Methods and Applications – online

For information on the programs offered through the School of Public Administration, please visit publicadmin.uvic.ca.

Commitment to Employment Equity

The university encourages applications from women, persons with a disability, visible minorities, Aboriginal Peoples and people of all sexual orientations and genders. Recruitment related processes and procedures are governed by BC Human Rights legislation and by UVic equity policies. UVic’s Equity and Human Rights (EQHR) office monitors and reviews our employment systems and policies to ensure they do not pose barriers to any designated groups.