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

4 February 2020

The School of Public Administration invites expressions of interest from individuals interested in the sessional teaching opportunities listed below. Courses will be offered during the 2020 summer session (May-August). 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 course content on campus, online, or online with on campus sessions, as dictated by the 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 teaching one 1.5 unit course is $5,820-7,072, depending upon qualifications, for the period.

Procedures: Submit written Expression of Interest specifying course(s) for which you wish to be considered and current CV by 11:59 p.m. (Pacific Time) on Monday, February 17, 2020, to:

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

or via email: pasession@uvic.ca

If positions remain unfilled after the closing date, this call may 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 early as possible in February. 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 311 *Introduction to Public Administration* – online
  - ADMN 312 *Managing in Public and Non-Profit Organizations* – online
  - ADMN 411 *Public Sector Project Management* – online
  - ICDG 402 *Intergovernmental Relations: Working with Others* – online with on-campus intensive July 27-31

  *In accordance with the University’s Equity Plan and pursuant to Section 42 of the BC Human Rights Code, preference will be given to aboriginal peoples. Candidates from this group, who wish to qualify for preferential consideration, are encouraged to self-identify.*

- **Graduate:**
  - ADMN 512 *Public Financial Management and Accountability* – on campus
  - CD 530 *Systems Thinking for Social Change* – online with on-campus intensive June 15-26

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

**Commitment to Employment Equity**

UVic is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity. Read our full equity statement here: www.uvic.ca/equitystatement