

MEDS 301 Teaching Assistant

- 1 position for the Winter term (January-April, 2023)
- Total hours: 78 (an average of 5 hours per week)
- See Component 1 salary schedule academic & scientific assistants for wages
- Term: January 9, 2023 to April 26, 2023

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 13, 2023.

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 DMS Operations Manager: dmslab@uvic.ca

Deadline: November 18 2022

Note:

- "Employees registered in an academic degree program will normally be limited to a maximum of 14 hours of work per week on average over the term of appointment" (Article 14.02b).
- 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, 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 37-38](#)).