

MEDS 433 teaching assistant

- 1 position for the Winter term (January-April, 2022)
- Total hours: 79 (an average of 5 hours per week)
- See Component 1 salary schedule academic & scientific assistants for wages
- Term: January 10, 2022 to April 30, 2022.

Summary of duties and responsibilities

Under the supervision of the MEDS 433 course instructor, teaching assistant(s):

- will meet weekly with course instructor
- will attend virtual or in-person MEDS 433 scheduled classes as required to assist with attendance taking, set up of audio visual aids, teaching and learning tools and hosting guests;
- will find quotations, articles and websites;
- will assist with student projects;
- will mark assignments, midterm and final projects;
- may make short presentations in class;
- may assist with online learning systems;
- may liaise between students and class;
- may facilitate up to two (2) class sessions

The MEDS 433 course supervisor will complete the [Checklist of Assigned Duties and Approved Work Schedule](#) (Appendix 'E') with the incumbent by January 12, 2022.

Required qualifications and experience

- Applicants should possess an undergraduate degree in Biology, Biochemistry, Exercise Science, Physical and Health Education or acceptable equivalent.
- Prior experience as an instructor or teaching assistant would be an asset, but not a mandatory requirement.
- Willingness and ability to learn, on your own time, course content or other knowledge required to support the learning of the students.

Application: Please fill out and return the [application form](#) to Sara Ohora, DMS Operations Manager: dmslab@uvic.ca

Deadline: November 19, 2021

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](#)).

