

NOTICE RE: TEACHING ASSISTANT (TA) POSITIONS AVAILABLE FOR WINTER 2018

In accordance with Article 12:01 of the CUPE 4580 Collective Agreement the **Odette School of Business** invites applications for TA positions for the **Winter 2018** term.

List of courses that may utilize Teaching Assistants for **Winter 2018**:

<u>Course # and name</u>	<u>Class Times</u>	<u>Exam time</u>	<u># TA positions</u>	<u>hours per position</u>	<u>Duration of position</u>
Accounting Concepts and Techniques (78-611-01/02)	M/W 8:00-9:50 am M/W10:00-11:50am	TBD	1	100	Jan 15, 2018-- April 31, 2018
Finance in a Global Perspective (78-612-01/04)	M/W 8:00-9:50 am	TBD	1	50	Jan 15, 2018-- April 31, 2018
Finance in a Global Perspective (78-612-02/05)	M/W10:00– 11:50 am	TBD	1	50	Jan 15, 2018-- April 31, 2018
Finance in a Global Perspective (78-612-03/06)	M/W 2:00 – 3:50pm	TBD	1	50	Jan 15, 2018-- April 31, 2018
Managing Employees (78-613-01/02/03/04)	T/Th 2:00- 3:50 pm T/Th 4:00-5:50 pm	TBD	1	100	Jan 15, 2018-- April 31, 2018
Marketing (78-614- 01/03)	T/Th 4:00- 5:50 pm	TBD	1	50	Jan 15, 2018-- April 31, 2018
Marketing (78-614-02/04)	T/Th 6:00- 7:50 pm	TBD	1	50	Jan 15, 2018-- April 31, 2018
International Business (78-631-01)	M/W 6:00- 7:50 pm	TBD	1	50	Jan 15, 2018-- April 31, 2018
Quantitative Studies (78-632-01)	T/Th 8:00- 9:50 am	TBD	1	50	Jan 15, 2018-- April 31, 2018
Quantitative Studies (78-632-02)	M/W 12:00- 1:50 pm	TBD	1	50	Jan 15, 2018-- April 31, 2018
Stream TA's (HR, Logistics and Finance/Accounting)	N/A	N/A	3	50	Jan 15, 2018-- April 31, 2018

Note: * 50 hour TA may be hired as a stream tutor
** 50 hour stream tutor may be hired as a 50 hour course TA

All positions are subject to sufficient enrolment and final budgetary approval.

Eligibility requirements:

TA appointments shall be offered in accordance with the criteria specified in Article 12:04 of the Collective Agreement.

The following are essential qualifications required for the appointments above:

Applicants must have obtained a minimum grade of 80%+ in the following Master of Management courses: Accounting Concepts and Techniques, Finance in a Global Perspective, Managing Employees, Marketing, Quantitative Studies, and Business Strategy (*or equivalent professional experience*); must have good communication skills; and must be available to attend course/exams at the specified times.

The following are desired qualifications for TA appointments:

Preference will be given candidates who meet the essential qualifications but also have an undergraduate degree in a discipline and/or professional work experience in a field directly related to the subject matter of the course or program stream for which the person is being hired. Special skills that are directly related to the subject matter of the course or program stream for which the person is being hired may also be considered in identifying a preferred candidate.

Note that Teaching Assistants cannot be employed for more than 100 hours per semester total. If you already hold or have applied for another TA position (in this or another department) note that the total combined hours for all TA appointments held in all departments cannot exceed 100 hours.

Application forms are available online via the **Odette School of Business** website under "Master of Management". **Candidates are encouraged to submit a cover letter indicating the position(s) for which they are applying as well as a detailed CV.**

Questions can be directed to: hermanr@uwindsor.ca

Odette School of Business
401 Sunset Ave. Windsor, Ontario N9B 3P4
519-253-3000, extension 4941

Deadline for receiving applications: **December 1, 2017** (4:00PM) or until positions are filled.

Date: Thursday November 16, 2017