

**YORK UNIVERSITY
TEACHING COMMONS
CUPE 3903 POSITION POSTING**

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| CUPE UNIT: | UNIT 1 |
| FACULTY: | Teach. Commons / Teaching Commons |
| SESSION: | Fall 2019 / Winter 2020 |
| POSITION: | T7 (Miscellaneous) [Teaching Common Tutor - TCT] |
| NUMBER OF POSITIONS: | 8 |
| MEETING TIME: | Please refer to schedule. |
| PROJECTED ENROLMENT: | TBD |
| SALARY: | As per current CUPE Collective Agreement |
| RESPONSIBILITIES: | Attend a half day TCT induction scheduled for late August or early September. Act as TA to the Teaching Assistants Certificate of Teaching, including supporting online and face to face work and grading of assignments. Act as TA to the Senior Teaching Assistant program in the Teaching Commons, including mentoring the STAs and grading of assignments. Attend an Instructional Skills Workshop in the Fall semester. Attend scheduled meetings three times each term with a designated Educational Developer in the Teaching Commons. Liaise with Faculties to promote the work of the Teaching Commons with particular reference to support for TA's. Other professional development duties that coincide with candidate's strengths. |
| QUALIFICATIONS REQUIRED: | Full-time graduate student with proven interest in university level teaching and learning and at least two years of teaching experience, preferably as a TA, but other teaching experience will also be considered. Completion of the EDC accredited courses TACT and STA Program preferred. Demonstrated ability in peer mentorship with strong interpersonal skills. Excellent oral and written communication skills. Demonstrated ability to exercise mature judgment, diplomacy and discretion to maintain confidentiality. Demonstrated ability to effectively lead and collaborate on a cross-functional and multi-disciplinary team, multi-tasking and meeting deadlines. Experience with educational technologies, e.g. Moodle, preferred. |
| SUBMIT APPLICATIONS TO: | Geneviève Maheux-Pelletier Interim Director, Teaching Commons 1046 Victor Phillip Dahdaleh Bldg. Keele Campus York University 4700 Keele Street Toronto, Ontario M3J1P3 |
| DATE OF POSTING: | May 13, 2019 |
| APPLICATION DEADLINE: | May 27, 2019 |
| NOTES: | Applicants are asked to submit a CV with a list of the courses for which they have TA'ed and any other teaching experience, plus a short (maximum 750 words) statement explaining their suitability for the role; to Teaching Commons - teaching@yorku.ca |

Additional Notes:

- 1. York University encourages applications from Aboriginal peoples, persons with disabilities, members of visible minorities, and women and invites applicants to review the University's Employment Equity Plan for employees in CUPE 3903, a copy of which is at <http://fr.info.yorku.ca> .*
- 2. Position subject to budgetary approval and enrolment restrictions.*

POSTING # P-FW2019-TCT.C.-1