

<b>CUPE3902 Unit 1 - TA Job Posting</b>		
<b>Department:</b> Writing and Rhetoric Program at Innis College		<b>Posted on:</b> 10/05/17
<b>Winter 2018 Session</b>	<b>Applications due:</b>	10/06/17

<b>Course Number and Title</b>	<b>Course</b>	<b>Number of Positions</b>	<b>Size of Appointment</b>	<b>Dates of Appointments</b>	<b>Qualifications</b>	<b>Duties</b>
	<b>Enrolment (est.)</b>	<b>(est.)</b>	<b>(hours)</b>			
INI 104H1S Writing Reports	60-100	1	190 Hours	January 1, 2018 – April 30, 2018	University of Toronto graduate students who have completed one year of graduate study and who have a demonstrated scholarly expertise in English literature, academic writing, professional writing, and/or rhetoric. Extensive experience marking and annotating undergraduate essays, total fluency in both spoken and written English, and a thorough knowledge of standard English grammar are essential. Some experience marking the work of or teaching students for whom English is an additional language would be an advantage, as would be experience teaching/grading professional writing.	1. Marking assignments. 2. Preparing and leading three (one-hour long) tutorials per week for 10 weeks in the term. The tutorials are scheduled for Mondays 3:00–4:00 pm and 4:00 -5:00 p.m., and Wednesdays 3:00–4:00 pm. 3. Some office hours. 4. Answering students' email queries in a timely manner.

**NOTES:**

1. Department Standards and Policies are available in the Department office and in the CUPE, Local 3902 office.
2. The position(s) posted above is (are) tentative, pending final course determinations and enrolments.
3. All positions include the completion of any grading not completed by December 31, 2017 for F courses and April 30, 2018 for S and Y courses.
4. Effectively May 1 2017, the following rates apply: SGSI and SGSII - \$43.65/hr

Jobs are posted in accordance with the CUPE 3902 Unit 1 Collective Agreement.

**Applicants are asked to send resumes to:**

**Varun Malik, Business Services Coordinator**

Innis College 2 Sussex Avenue Toronto, ON M5S 1J5 [HR.innis@utoronto.ca](mailto:HR.innis@utoronto.ca)