



UNIVERSITY OF TORONTO
NEW COLLEGE

FACULTY OF ARTS & SCIENCE
INTERNATIONAL FOUNDATION PROGRAM

Sessional Instructional Assistant Position

**Fall/Winter Term 2022-2023
EMERGENCY POST**

The International Foundation Program seeks a Sessional Instructional Assistant from September 1, 2022 – April 30, 2023 for the following course:

IFP100Y1Y – THEMES IN WORLD HISTORY

IFP100Y1Y – Surveys the development of human societies from their origins to the present using examples from across the world. Topics may include the environment; cultural development and interaction; the creation and nature of belief systems; political, economic and social structures; gender relations; and the relationship between global patterns and local developments

Enrolment Estimate: 300 students

Class Schedule: Lectures Tuesdays and Thursdays 5:00 p.m. – 7:00 p.m.
Tutorials will be held at the following times: Tuesdays 10:00 a.m. – 11:30 a.m.;
Tuesdays 2:00 p.m. – 3:30 p.m.; Wednesdays 10:00 a.m. – 11:30 a.m.;
Wednesdays 2:00 p.m. -3:30 p.m.; Thursdays 10:00 a.m. – 11:30 a.m.;
Thursdays 2:00 p.m. – 3:30 p.m.

Note: This course will be delivered in-person. However, please note that, in keeping with current circumstances, the course delivery may change as determined by the Faculty or the Department

One Position: 365 hours (3 tutorial sections of approximately 15 students each)

Salary: \$46.92/hour + 4% vacation pay

Please note that should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail.

Qualifications

- Familiarity with history and theory relating to the course.
- Teaching experience facilitating small groups and an understanding of the learning needs of international students who speak English as a second language.
- Experience and interest in working in a highly collaborative environment
- Commitment to providing a supportive environment for students
- Experience with online instruction preferable

Note: Undergraduate or graduate students and postdoctoral fellows of the University of Toronto are covered by the CUPE 3902 Unit 1 collective agreement rather than the Unit 3 collective agreement, and *should not apply* for positions posted under the Unit 3 collective agreement.

Responsibilities

- Preparing and conducting three 1.5 hour tutorials each week
- Holding office hours
- Attending lectures and consulting with the Instructor
- Advising students about and marking course assignments.

It is understood that some announcements of vacancies are tentative, pending final budgetary determinations.

Application Process

Applicants should submit a detailed letter of application; an updated curriculum vitae; names and contact information (email and phone) for two referees or two reference letters; evidence of teaching in the relevant area, including student evaluations if available; and the CUPE 3902 Unit 3 application form located here: <https://uoft.me/CUPE-3902-Unit-3-Application-Form> by **August 31, 2021**.

Applications should be sent to:

International Foundation Program
c/o New College Program Administrator
E-mail: nc.hiring@utoronto.ca
Electronic applications preferred.

Only applications submitted to the email address listed above will be considered.

This job is posted in accordance with the CUPE 3902 Unit 3 Collective Agreement.

It is understood that some announcements of vacancies are tentative, pending final course determinations and enrolment. Should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail.

Preference in hiring is given to qualified individuals advanced to the rank of Sessional Lecturer II or Sessional Lecturer III in accordance with Article 14:12 of the CUPE 3902 Unit 3 collective agreement.

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All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

Diversity Statement

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ2S+ persons, and others who may contribute to the further diversification of ideas.

Accessibility Statement

The University strives to be an equitable and inclusive community, and proactively seeks to increase diversity among its community members. Our values regarding equity and diversity are linked with our unwavering commitment to excellence in the pursuit of our academic mission.

The University is committed to the principles of the Accessibility for Ontarians with Disabilities Act (AODA). As such, we strive to make our recruitment, assessment and selection processes as accessible as possible and provide accommodations as required for applicants with disabilities.

If you require any accommodations at any point during the application and hiring process, please contact uoft.careers@utoronto.ca.

Posting Date: August 25, 2021