



March 13, 2024

Teaching Assistantships in the CENES Department for Summer 2024

Job title: Teaching Assistant

Estimated positions available: 4 one-term teaching assistantships

Estimated hours of work: Each teaching assistantship involves an average of twelve (12) hours per week for Summer Term 1 (May 1 to June 30) or Summer Term 2 (July 1 – August 31), for a total of 96 hours. A Teaching Assistant shall not be required to work more than twenty-four (24) hours in any given week.

Salary: \$3,742.80 per term - GTA I (Graduate student who has completed two (2) years' service as a graduate student teaching assistant)

\$3,602.58 per term - GTA II (Graduate student with less than two (2) years' service as a graduate student teaching assistant)

\$2,460.86 per term - UTA I (undergraduate student who is registered in a bachelor's degree program at the University of British Columbia who is required to perform Teaching Assistant Duties with substantial student contact)

\$2,253.98 per term - UTA II (undergraduate student who is registered in a bachelor's degree program at the University of British Columbia who performs Teaching Assistant duties without substantial student contact)

Pay Rates as of September 1, 2023.

See [CUPE 2278 Collective Agreement](#) University of British Columbia.

Course numbers and titles:

CENS 201: Contrasts and Conflicts: The Cultures of Central, Eastern and Northern Europe (in English)

CENS 304: Representations of the Holocaust (in English)

GMST 121: Fairy Tales and Popular Culture

RUSS 303: Topics in Russian Culture (in English)

This list is subject to change based on, for example, enrolments, scheduling changes, and final budgetary allocations.

Required qualifications and experience: Undergraduate applicants should be enrolled in an undergraduate program at the University of British Columbia. Graduate applicants should possess a B.A.



Major or Honours degree or equivalent from a department represented in the Faculty of Arts at UBC (the degree need not be from UBC) and be enrolled in or entering a graduate program at UBC. Pursuit of research relevant to available courses is an asset, as is prior teaching experience. Students assisting in the German language program must have German-language proficiency sufficient for their assignment, subject to evaluation by faculty in CENES. Ability to work independently and under supervision. Excellent communication skills.

Germanic Studies graduate students must complete an Instructional Skills Workshop (ISW) administered by CTLT or an equivalent pedagogy course (e.g., GMST 505).

General nature of duties: Teaching Assistant duties may include, but are not limited to, attending course coordination and supervisory meetings, attendance at training or orientation sessions, lecture/class attendance, holding office hours, grading student work, assisting with in-class activities, responding to student inquiries (including email), invigilating exams, and updating and managing a course website. Orientation meetings are mandatory and will count as hours worked. TAs must also conform to university and departmental policies regarding instruction and responding to instructor feedback. TAs do not replace dedicated technical support from sources like Arts ISIT and UBC IT.

Application procedures: Students who are interested in applying for these Teaching Assistantships should do so via the AIR form at <https://cene.air.arts.ubc.ca/teaching-assistant-application-summer/>. Applications must include:

- a) **CV:** Include previous teaching experience and language skills.
- b) **Cover letter:** Indicate which courses you would prefer to teach and why. This may include your qualifications for the position, familiarity with online teaching technologies, and approaches to instruction.
- c) **List all course sections you have previously taught or assisted with and when** (e.g., GERN 101 sec 101 in 2023W Term 1, GMST 121 201 in 2023W Term 2). Provide details if your teaching experience comes from a different department or institution.
- d) Indicate if you have taken the **Instructional Skills Workshop** offered by CTLT or an equivalent pedagogy course.

Please submit applications via the [CENES AIR form](#) by 4:00 pm on March 29, 2024.

UBC hires on the basis of merit and is committed to employment equity. We encourage all qualified applicants to apply.

Teaching Assistants are members of the CUPE 2278 union. All appointments are made based on the Collective Agreement. Individual course assignments remain provisional and may have to be changed.

Equity and diversity are essential to academic excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from



members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit, or Indigenous person.

If you have questions, please contact the Graduate Program Assistant, Stephanie Kletas, at cenés.dept@ubc.ca.