CHBE Teaching Assistantship Applications for 2022W

Teaching Assistants form an integral part of the Department’s human resources, responsible for the Department’s core mission of undergraduate teaching and learning. The Department of Chemical and Biological Engineering hires a limited number of Teaching Assistants annually to support its undergraduate programs.

Applicants will be evaluated based on the following criteria:

- mastery of the course academic material
- ability to help students actively learn
- ability to explain subject matter clearly and logically
- ability to effectively lead discussion groups that facilitate student learning
- ability to constructively evaluate student presentations
- ability to effectively assist student learning by enabling different sets of skills, including oral and verbal communications, problem solving, critical thinking, numeracy, teamwork, leadership, planning

Undergraduate student experience and performance is the principal underlying driver for the appointment of Teaching Assistants. Please note that financial need is not part of the evaluation criteria.

Qualifications
Applicants must be full-time UBC graduate students with preference to those currently registered or accepted (with no provisional acceptance) in the Department’s MEng, MSc, MASc, or PhD programs. Priority for Teaching Assistant appointments will be given to MSc, MASc or MEng students who have not exceeded two and to Ph.D students who have not exceeded four teaching assistantship years.

Duties
Although the precise duties will vary depending on the course for which an appointment is made, in general they will include duties from one or more of the following types:

- Laboratory Assistant – assisting in supervision of chemical, biological and/or computer laboratory experiments, marking of the laboratory reports.
- Tutorial Assistant – assisting in or taking charge of tutorial sessions, marking of assignments, preparing or written solutions, reviewing of assignments with undergraduates
- Marking – marking of assignments.

NOTE: TA appointments include invigilation of exams. TA’s may be assigned invigilation for any CHBE or CHBE administered course.

TA Training
Training (Mandatory) - New TAs and returning TAs who have not participated in the Faculty of Applied Science TA training program must participate in training. TAs assigned to a Lab Course must have UBC RMS Lab Chemical Safety certification, participate in CHBE Lab Specific trainings courses and have their own Personal Protective Equipment. TA training is designed to TAs to be successful in their roles.

Other
Teaching Assistants at The University of British Columbia (UBC) are represented by the Canadian Union Of Public Employees Local 2278 (CUPE2278) and that a Collective Agreement between UBC and CUPE2278 is in effect. Under this agreement, previously appointed TAs must be given preference over
new applicants. Once CUPE 2278 members, i.e., previously appointed TAs have been considered for available positions, new applicants are considered for any remaining positions. All positions are offered on the basis of seniority and merit based on the criteria listed above. Faculty members are responsible for the assessments of merit. Note, not all applicants are offered Teaching Assistant positions.

Application
TA applications are submitted [online](https://ubc.ca1.qualtrics.com/jfe/form/SV_emJbfH2nRocAONw) When attaching documents, ensure they are PDF format and the file name is: lastname_firstname_student number_subject).

Application Deadline: **May 23rd, 2022 at 12:00 pm**

Applications will be accepted after the deadline until all positions are filled but, other considerations being equal, candidates who applied by the deadline will be preferred.

New and returning graduate students wishing to be considered for a Teaching Assistant position will need to submit a new application and CV.

Applicants are invited to indicate course preferences but assignments may be courses not indicated as preferred by applicant.

Graduate Students: Teaching Assistantships should not be considered a source for guaranteed income. The Department does not consider financial need in the process of appointing TA positions.
For International Students: Student permits must be valid for the full term of any TA appointments. Apply early to renew any expiring permits.