



Centre for Teaching Excellence (CTE) Graduate Instructional Developer Position September 2016 – August 2017

CTE seeks PhD students with teaching experience and interest in mentoring TAs to join our dynamic team of Graduate Instructional Developers. The positions provide a unique perspective on teaching and learning and involve assisting other graduate students with their development as university teachers. The successful candidates will work with the *Fundamentals of University Teaching* and the *Certificate in University Teaching* programs. These are one year positions (three consecutive terms beginning in September 2016 and ending in August 2017).

Graduate Instructional Developers report to CTE's Senior Instructional Developer, Graduate & Postdoctoral Programs.

Main responsibilities include:

- facilitating microteaching sessions
- attending team meetings and providing feedback on program delivery
- facilitating teaching workshops
- conducting classroom observations of teaching
- assisting with the development of new workshops
- contributing to the CTE blog and other teaching resources

Required Knowledge, Skills and Abilities:

- must be a registered PhD student until August 2017
- completion of the Fundamentals of University Teaching certificate
- university teaching experience with strong evaluations
- a minimum of five Teaching Assistantships including classroom teaching
- ability to provide constructive feedback for improvement
- highly developed oral and written communication skills
- demonstrated interest in university teaching
- interest in being a role model for new teaching assistants while modeling professionalism and respect for disciplinary and cultural differences in teaching and learning
- ability to work successfully as a member of a team and independently with general supervision

- educational leadership or experience supporting professional development of other TAs (preferred)

Time Commitment and Compensation:

Time commitment: approximately 10-hour/week

Compensation: \$6000/term

Application Process:

To apply, submit the following documents by [email](#) to: Monika Soczewinski, Program Coordinator, CTE, EV1, Room 313, by noon on **Monday, June 27, 2016:**

1. A cover letter outlining why you are interested in this position and what skills and experience you bring to it. You should also detail 2 main topics that you would like to develop to give as workshops to other TAs. Your cover letter should include a statement of when you plan to graduate from your program.
2. A curriculum vitae that highlights your qualifications and experience related to this position (include home and campus phone numbers and email address).
3. Statement of your mentoring approach that describes your approach to peer mentoring when working with graduate students and providing feedback for improvement of their teaching skills (one page maximum).

Late applications will not be considered. Successful applicants will be invited to an interview during the week of July 11, 2016.

Questions about the position can be directed to CTE's Program Coordinator Monika Soczewinski: cte-grad@uwaterloo.ca.