



Centre for Teaching Excellence (CTE) Graduate Instructional Developer Position May 2016 – April 2017

CTE seeks two PhD students 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 May 2016 and ending in April 2017).

Main responsibilities include:

- facilitating microteaching sessions
- conducting classroom observations of teaching
- facilitating teaching workshops
- assisting with the development of new workshops
- coordinating of microteaching session enrolment and scheduling
- contributing to the CTE blog and other teaching resources
- attending team meetings

Requirements:

- must be a registered PhD student until April 2017
- university teaching experience with strong evaluations
- completed a minimum of five Teaching Assistantships including classroom teaching
- completed the Fundamentals of University Teaching certificate
- highly developed oral and written communication skills
- proof of completing TA training activities (e.g. CTE workshops; TA training in home department)
- demonstrated interest in university teaching
- ability to provide constructive feedback for improvement
- interest in being a role model for new teaching assistants while modeling professionalism, caring, and respect for disciplinary and cultural differences in teaching and learning
- 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 **Thursday, March 10, 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 desire for this position (include home and campus phone numbers and email address).
3. Statement of your teaching philosophy that describes your approach to undergraduate teaching and provides concrete examples from your teaching practice (one page maximum).

Late applications will not be considered. Successful candidates will be invited to the interview in late March.

Questions about the position can be directed to Monika Soczewinski: cte-grad@uwaterloo.ca.