



Position: Contract Academic Staff

St. Jerome's University invites applications for contract teaching appointments during the **Spring 2025** term.

Available Course: 2025 Spring Term

Start Date: May 1, 2025

End Date: August 31, 2025

	Department / Program	Course Name and Number	Course Delivery	Anticipated Class Size
1.	Italian and French Studies	French Culture and Literature: Origins to 1715 (FR 296)	Online*	35
2.	Philosophy	Critical Thinking (PHIL 145)	In Person** (2x1.5hrs/week, currently Mon/Wed [days subject to change])	75
3.	Psychology	Psychopathology (PSYCH 257)	In Person** (1x3hrs/week, evening, currently Wed [day subject to change])	200
4.	Psychology	Learning Disabilities (PSYCH 312)	Online*	300

Course Delivery:

- ***Online:** These courses will be delivered fully online, asynchronously, supported through the [University of Waterloo Centre for Extended Learning](#). The instructor will be provided with a preprepared course to work with. This includes all content and a complete set of assignments with related tool settings (dropboxes, discussion boards, etc.) fully set-up. The instructor will have limited ability to modify the content substantially.
- ****In Person:** These courses are scheduled for in person delivery on campus.

Qualifications:

Normally a PhD (PhD candidacy may also be considered). Qualifications must be in an area of specialization related to the course. For online courses, experience with online course delivery preferred.

Per Course Stipend: \$9,453.76 (plus 4% vacation pay)

Total # of Classroom Hours: 36 (on campus); n/a (online)

Application:

In accordance with the [Collective Agreement](#) between St. Jerome's University and the St. Jerome's University Academic Staff Association (Contract Academic Staff Unit), consideration of applicants will include an assessment of academic credentials, previous performance, experience, and support for the mission of St. Jerome's University.

Applications should include:

1. a letter detailing their interest in and suitability for the position – letters may be addressed to Dr. Carol Ann MacGregor, Vice President Academic and Dean;
2. a curriculum vitae with contact information; and
3. evidence of positive teaching performance, such as teaching evaluations, letters of recommendation, statement of teaching philosophy, and previous syllabi where applicable.

Note:

- Candidates who have not previously taught at St. Jerome's University may be asked to supply letters of reference or give permission for the Employer to contact referees by telephone or email.
- If applying for more than one course from all courses currently available to Contract Academic Staff, only one application is needed, but your application letter must specify the course(s) [title and code] you are interested in teaching.

Deadline:

All applications must be submitted electronically by **March 14, 2025**, to Christine Schwendinger, Academic Operations Manager, St. Jerome's University (cschwen@uwaterloo.ca).

Further Information:

The University respects, appreciates and encourages diversity. Applications from all qualified individuals are encouraged.

For more information on St. Jerome's University, visit <https://uwaterloo.ca/st-jeromes/>.