Instructions for candidates applying to a lecturer position in the
DEPARTMENT OF SYSTEMS DESIGN ENGINEERING

Please email to:

Professor Maud Gorbet, Interim Chair
c/o Vicky Lawrence, Administrative Assistant to the Chair

Tel: (519) 888-4567 x36086
Email: sydeaac@uwaterloo.ca

Please include all of the following in your application:

1. **Cover Letter**

2. **Candidate’s Statement**

   Prepare a statement of your teaching philosophy, interests and strategies for teaching innovation. Offer a brief explanation as to why you have applied for a lecturer position in Systems Design Engineering, and how your teaching goals and service skills can contribute to the academic development of the department.

3. **Teaching Experience**

   If not already in your CV, please provide a summary of courses taught, listing the number of students in the course, and any course evaluations. Provide a description of your contributions to course and curriculum development. List the students you have supervised at the graduate and undergraduate levels along with thesis and project titles.

4. **Employment History**

   If not already in your CV, please provide a chronologically complete listing of occupations (company, job title, dates of employment). Please summarize the relevance of your employment experience vis-à-vis the position in Systems Design Engineering.

5. **A full Curriculum Vitae**

6. **References**

   Please include the names / addresses of three or more references.