



UNIVERSITY OF TORONTO
FACULTY OF APPLIED SCIENCE & ENGINEERING

First Year Program, Faculty of Applied Science & Engineering
APS100 – Orientation to Engineering
Posting for Undergraduate Teaching Assistants
CUPE 3902 Unit 1
Fall 2022

The First Year Program in the Faculty of Applied Science & Engineering will be hiring a team of undergraduate (3rd and 4th Year) Teaching Assistants to support APS100: Orientation to Engineering Course in the Fall 2022 term (Sept. 1, 2022– Dec. 30, 2022). These positions will be responsible for supporting the delivery of tutorials for this course and acting as student mentors for the first year students. At least **30 positions available**.

APS100H1F – Orientation to Engineering: This course is designed to help students transition into first-year engineering studies and to develop and apply a greater understanding of the academic learning environment, the field of engineering, professionalism and considerations of engineering ethics and equity, and how the fundamental mathematics and sciences are used in an engineering context. Topics covered include: study skills, time management, problem solving, professionalism, engineering ethics and equity, exam preparation, stress management and wellness, undergraduate research, extra- and co-curricular involvement, engineering disciplines and career opportunities, and applications of math and science in engineering. Estimated Enrollment: 950.

The contracts will be for **45 hours, at the rate of \$47.17 per hour, plus 4% vacation pay**.

Important Skills: Demonstrated ability to manage academic requirements and extra-curricular involvement. Experience with facilitation or leading activities in a learning environment or camp is a strong asset. Ability to make connections, encourage and motivate others, and model appropriate behaviour. Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.

Qualifications: Must be enrolled as an undergraduate student in their 3rd or 4th year of a Core 8 program. Must have a cumulative GPA of 2.7 or have demonstrated significant academic improvement throughout their undergraduate degree. Prior experience being a mentor or teacher will be considered an asset. Students away at a PEY placement for the 2022 Fall term are not eligible. Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position.

Duties: These teaching assistants will work directly with the course coordinator, the Vice Dean, First Year and the First Year Office in order to: facilitate course material and create positive learning communities within the first year Core 8 program. 8 hours of mandatory training for the course will take place at the end of August/beginning of September, and 2 hours of test invigilation at the end of term (early December).

How to Apply:

Candidates are asked to submit, **as ONE PDF document**, the following:

1. 1-page Cover letter;
2. Curriculum Vitae;
3. A summary that demonstrates your experience, interest and/or excellence in teaching (maximum 1 page).

Application Package:

1. Your responses to the following questions:
 - a. In a few sentences, explain why you are interested in becoming an undergraduate TA mentor for APS100: Orientation to Engineering.
 - b. Describe a time when you helped someone else succeed. What is your personal approach to helping other people?
 - c. What is your personal or professional mission statement? How do your undergraduate studies relate to this mission statement?
 - d. Are you available September 1 & 2, 2022 to attend the training sessions?
2. Unofficial transcripts
3. Résumé

The course and duties may be offered online, in-person or a hybrid of both, the decision about the delivery will be made/communicated by the University at a later date.

The Faculty of Applied Science & Engineering and First Year Office thanks all applicants for their interest; however, only those candidates considered for the position will be contacted.

Submit application online via:

<https://forms.office.com/r/hc0ATdZqmD>

The application deadline is May 09, 4:00 PM, 2022, EDT.

Posting Date: March 25, 2022 .

If during the application and/or selection process you require accommodation due to a disability, please Contact : fyjobs@engineering.utoronto.ca

The University strives to be an equitable and inclusive community, and proactively seeks to increase diversity among its community members. Our values regarding equity and diversity are linked with our unwavering commitment to excellence in the pursuit of our academic mission. The University is committed to the principles of the Accessibility for Ontarians with Disabilities Act (AODA). As such, we strive to make our recruitment, assessment and selection processes as accessible as possible and provide accommodations as required for applicants with disabilities. If you require any accommodations at any point during the application and hiring process, please contact uoft.careers@utoronto.ca. During employment, to request accommodation from the University, contact the supervisor or department

chair and/or Health & Wellbeing Programs & Services at hwb@utoronto.ca. For more information about accommodations at U of T, please visit our Accommodation webpage.

The hiring criteria for Teaching Assistant positions are academic qualifications, the need to acquire experience, previous experience and previous satisfactory employment under the provisions of this Collective Agreement.

Candidates who are members of Indigenous, Black, racialized and LGBTQ2S+ communities, persons with disabilities, and other equity seeking groups are encouraged to apply, and their lived experience shall be taken into consideration as applicable to the position.

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ2S+ persons, and others who may contribute to the further diversification of ideas.

This job is posted in accordance with the CUPE 3902 Unit 1 Collective Agreement.

The position(s) posted above is (are) tentative, pending final course determinations and enrolments.

Positions posted here are open to Graduate Students in the School of Graduate Studies, Postdoctoral Fellows and Undergraduate Students in the University of Toronto.

Preference in hiring shall be given to Graduate Students enrolled in the School of Graduate Studies of the University of Toronto or those who have made application to be enrolled in the School of Graduate Studies of the University of Toronto.