

Opportunity for Engineering Design & Communication Emergency Posting Teaching Assistants

Engineering Strategies and Practice (ESP) Transition Program

APS111-T Winter 2025
An Innovative First Year Course

Engineering Strategies and Practice (ESP) is an exciting design and communications course that offers Teaching Assistants the opportunity to develop their professional skills in facilitation, mentoring, and professional communication by working with first-year engineering students. If these skills are valuable in your future career, then read further.

The Transition Program (T-Program) in the Faculty of Applied Science and Engineering permits students who have difficulties in their first attempt of Session 1F to immediately repeat up to three courses during the Winter Session, deferring a similar number to the Summer Session.

What is ESP?

ESP is a set of two courses for first year engineering students in the core eight disciplines. The courses use the engineering design process as the context for introducing students to:

- Professional communication skills
- Social impact of technology
- Problem solving
- Independent learning
- Systems thinking
- Teamwork

This innovative course is designed to foster excitement for engineering through projects that combine creativity and logical methodology. The role of engineering in society, our relationship with the environment, and the potential for our work to be an agent for change, are central themes in this course. Effective use of written, oral, and graphic professional communication is developed throughout the course sequence.

ESP I (APS111)

In the Winter term, students are introduced to the basics of design, professional communication, and teamwork. Students work on a model design project in teams giving the students a chance to explore the challenges of engineering design. Research and writing, as engineering activities, are introduced. Students learn how to identify social, human, and environmental factors as frontline design considerations.

Teaching Assistant

We will be hiring **at least (one) 1 teaching assistant (TA) for APS111-T** (Winter Session). The contract is for January 2025 to April 2025 and pays approximately 40 hours at the rate of \$52.97. We are looking for teaching assistants from a wide range of disciplines. They should have knowledge, enthusiasm and passion for the engineering profession and understanding of the engineering design process; have good facilitation skills, and excellent communication skills. A high degree of confidence in the ability to advise on and assess writing is required. Industrial experience, particularly in technical communication, project management or a supervisory role, is helpful.

The TA will facilitate a **weekly two-hour in-person tutorial** of 7-36 students. The TA is expected to become actively involved with students who are working through a model design project. This includes working with student groups on team formation, brainstorming facilitation, team decision making, and writing during the tutorial sessions. The TA also marks a number of written assignments during the term. The TA is required to attend weekly teaching team meetings and benchmarking sessions prior to marking each assignment. After marking is completed, the TA is required to run assignment debriefing sessions during tutorials with the students when returning the marked assignments. Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position. Previous ESP course training could be considered an asset.

There are **mandatory team meetings** with the Course Coordinator and Communication Instructor. The meeting goal is to discuss how the tutorials went the previous week, what is planned for the following week, what is being covered in lectures, and discuss any problems that may have arisen.

Application instructions:

Please apply by filling out the MS office form: <https://forms.office.com/r/R8u6ZbXiWZ>

Job posted on **Tuesday December 3rd, 2024**, and closes on **Monday, December 9th, 2024**, at **4:00 pm EDT**.

Please note the following:

- Previous experience is the more relevant criterion than the need to acquire experience in respect of this posted position
- If you have any questions, please contact the ESP Office at: esp@engineering.utoronto.ca.
- If during the application, hiring process, and/or throughout the duration of the appointment you require accommodation due to a disability, please contact: esp@engineering.utoronto.ca

This job is posted in accordance with the CUPE 3902 Unit 1 Collective Agreement. The Departmental Hiring Policy is available in the Department office and in the CUPE Local 3902 office. In accordance with the Employment Equity Policy, the University of Toronto encourages all qualified applicants to apply.

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.

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 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.

Duties of this position shall be performed at the campus on which the position is located. Where the duties are intended to be performed at another location, such other location will be specified in the posting.

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.

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