

APPENDIX A – TEACHING ASSISTANT JOB POSTING

The parties agree that this Appendix sets out the fields of information to be included in the “Teaching Assistant Job Posting” Form.

Teaching Assistant Job Posting

Department/School/Unit: Health Policy Management

Bargaining Unit: CUPE 3906 Unit #1

Wage Rate (include any limitations – i.e. TAs with guarantees only, Class ‘B’ only): No Limits Date of Posting: August 20, 2018

Course #*	Course Title	# of TAs required	Term **	# of Hours	Projected Enrolment (if available)	Supervisor	Anticipated Duties (see below)
C711, C01	Health Economics and Evaluation	1	1	32.5	35	Sessional 3 - HPM, Unknown	LSGPIO

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** As defined by the applicable Undergraduate or Graduate calendar found at <http://academiccalendars.mcmaster.ca/index.php>.

Anticipated Duties:

L	Leading Tutorials/Overseeing Laboratories/Field Trip Supervision	P	Preparation (Reading, Attending Lectures, Meeting with Instructor)
S	Student Consultation (Emails, Office Hours)	I	Invigilation
G	Grading (Marking, Entering Marks)	O	Other duties as assigned:

Lecture/Laboratory/Tutorial Locations, Times and Days (if available): Please review the Undergraduate Course Timetable prior to applying/indicating your preferences, as TAs may be required to attend some classes. The timetable can be found at <http://registrar.mcmaster.ca/enrol/class-search/>. **Please note:** “C” indicates core section, “L” indicates laboratory section, “T” indicates tutorial section, “D” indicates day, and “E” indicates evening.

Skills, Qualifications, Abilities and Experience – Required & Preferred: Minimum A- in C711 or equivalent education and experience	
Other Information***:	

*** Departmental preferences such as special experience or competence required (e.g. registered in same program/Department, specific courses completed, grades in those courses), full-time or part-time student status, or restriction to applicants not holding an undergraduate degree.

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Preferences must be submitted by 4:30pm on August 31, 2018

Application deadline: 4:30pm on August 31, 2018

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Please note: those who have not, at the time of application, been assigned 260 hours of Teaching Assistantship(s) will be given priority consideration. Those who have already been assigned 260 hours of Teaching Assistantship(s) at the time of application may nevertheless apply. Once the preference noted above has been taken into account, applicants who have already been assigned 260 hours of Teaching Assistantship(s) may be offered the position.

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C725, C01-2	Managing Communications in Healthcare	1	1	130	15	Pullen / Edgar	LSGPIO

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HM707, C01-4	Health Management Foundations II	1	1	130	45	Chamerblain, Trevor	LSGPIO

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C721, C01	Health Policy Analysis	1	2	32.5	25	Barr, Neil	LSGPIO

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C722, C01	Management of Population Health	1	2	32.5	25	Longo, Christopher	LSGPIO

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C741, C01	Health Care Marketing	1	2	32.5	25	Hupfer, Maureen	LSGPIO

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