**Teaching Assistant Position**

**Winter (25%) Quarter and Spring Quarter (50%)**

**2017-2018**

A Teaching Assistant is needed in the Department of Family and Child Nursing for NSG 432 Infant Resilience and will be responsible for assisting the faculty of record in coordinating and managing this course across two quarters. During winter quarter, the course is online; Drs. Colleen Dillon and Miriam Hirschstein are the faculty of record. During spring quarter, there are two courses, one is online and one is in a hybrid format. Faculty of record for Spring 2018 will be Drs. Dillon, Hirschstein, and Oxford. Dates and times for in person portion of hybrid course to be determined. Spring Quarter may have two TA hires, one for each section, at 25% each TA.

The TA is required to attend the School of Nursing TA Boot Camp September 18th and the Center for Teaching & Learning TA/RA Conference scheduled for September 20and 21, 2017.

**Roles and Responsibilities of the TA include:** The Teaching Assistant will work with the faculty to provide assistance and support with class and course materials including:

* Assist in grading assignments and papers
* Assist in keeping track of student assignments, attendance, and other matters related to administrative tasks
* Help students as necessary with course work and assignments
* Literature search, duplication, and distribution of educational material
* Assist in preparation of course materials, and assist in presenting course content when appropriate
* Communicate with and coordinate logistics
* Respond to online discussions
* Other duties as assigned when needed

**Qualifications:**

* Preferably a **PhD student, either in Nursing Science in the second year or beyond, or in Education,** and in good standing
* Coursework/background in Infant Mental Health strongly preferred
* Excellent literature search skills and writing skills
* Ability to work independently and as part of a team
* Ability to solve problems creatively
* Demonstrated attention to detail and excellent organizational skills
* Good communication skills
* Experience with CANVAS
* Experience working within the SoN and UW system required; some teaching/TA experience preferred

**Duration:** 12/16/2017—06/15/2018; winter and spring quarters 2017—2018. Exact days and hours of employment will be arranged between the TA and course faculty, Drs. Dillon and Hirschstein and Dr. Monica Oxford.

**Applications:** Please send an email of interest with your resume/CV and cover letter to Dr. Colleen Dillon at codillon@uw.edu, ***with the position and course numbers you are applying for*** ***in the subject line by Friday, June 16, 2017.***

**Employment conditions:**

Your appointment classifies you as an Academic Student Employee (ASE) and is governed by a contract between the UW and UAW Local 4121: <http://www.washington.edu/admin/hr/laborrel/contracts/uaw/contract/preamble.html>

* You can elect to join the UW/UAW Academic Student Employee (ASE) union.  For more information, refer to the Union contract details on the site: <http://www.washington.edu/admin/hr/laborrel/contracts/uaw/contract/a28.html>
* In order to maintain eligibility for your appointment and its benefits, you must be enrolled in at least 10 credits (or 2 credits during the Summer Quarter).

Note: Non-U.S. citizens hired to perform teaching duties must (1) meet English language proficiency requirements and (2) participate fully in the International Teaching Assistant Program at the Center for Instructional Development and Research (CIDR). Documentation will be requested prior to appointment.

The University of Washington is an equal opportunity, affirmative action employer. To request disability accommodation in the application process, contact the Disability Services Office at 206.543.6450 / 206.543.6452 (TTY) or [dso@u.washington.edu](mailto:dso@u.washington.edu)