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**Teaching Assistant Position**

**Fall 2018; Winter and Spring 2019 (25%)**

A Teaching Assistant is needed in the Department of Family and Child Nursing for NSG 432 Infant Risk and Resilience and will be responsible for assisting the faculty of record in coordinating and managing this course across three quarters. This is an online course; Drs. Colleen Dillon and Miriam Hirschfield are the faculty of record. The TA is expected to attend the School of Nursing TA Boot Camp scheduled for September 18th in the morning and the Center for Teaching & Learning TA/RA Conference workshops scheduled for September 18th and 19th.

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

**Qualifications:**

* Must be a **PhD student in Nursing Science (or related field) in the second year or beyond,** and in good standing
* Ideally possess training/background/coursework in infant and early childhood mental health
* Excellent literature search skills, reflective 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:** 09/16/2018—06/15/2019; fall, winter, and spring quarters 2018—2019. Exact days and hours of employment will be arranged between the TA and course faculty, Drs. Dillon and Hirschstein.

**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, as soon as possible.***

***Closing Date: June 30, 2018***

**Requirements:** Appointment is governed by a union contract. In order to maintain eligibility for your appointment and its benefits, you will need to enroll in at least 10 credits each academic quarter and 2 credits during the summer quarter. 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.

**Tuition coverage:** All tuition-based (WA State) students will be paid at their program rate. Please visit the Office of Planning & Budget site for the most up-to-date information, including tuition and related fees: <http://www.washington.edu/admin/pb/home/opb-tuition.htm>.

**Special Requirement:** You can elect to join UW/GSEAC Academic Student Employee (ASE) union.   
For more information see website: <http://www.washington.edu/admin/hr/laborrel/contracts/uaw/contract/a28.html>.

**Appointment Terms**: The terms of your appointment are covered under Academic Services Memorandum 35: <http://nursing.uw.edu/academic-services/policies/academic-student-employee-appointments-academic-services-memorandum-no-35>.

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)