The Department of Humanities invites applications for the position of:

**Sessional Instructor**
*Teaching Support Staff Union (TSSU)*

Please note that all Sessional Instructor positions involve membership in the Teaching Support Staff Union (TSSU); and are subject to both sufficient enrollment in the course, and budgetary authorization. The Humanities Department follows Article XIV (E.2) of the TSSU-SFU Collective Agreement when hiring Sessional Instructors.

**COURSE:** HUM 219-3 D100: The Early Middle Ages

**LOCATION:** Burnaby Campus, Mondays 9:30am – 12:20pm

**DURATION:** January 2, 2019 to April 30, 2019

**RESERVE SESSIONAL INSTRUCTOR POSITION:** Yes ☐  No x

**APPLICATION DEADLINE:** Thursday, October 25, 2018. Please send applications to the attention of the Manager, Humanities Cristina Serverius, Email: h_human@sfu.ca or mail to Department of Humanities, Simon Fraser University, 8888 University Drive, Burnaby BC, V5A 1S6.

**QUALIFICATIONS:**

- PhD or equivalent in Humanities or cognate discipline, evidenced by a current CV, (curriculum vitae)
- Demonstrable teaching experience in the field of humanities from a multi-disciplinary and interdisciplinary approach; expertise in key concepts in the humanities
- Expertise and success teaching Humanities courses
- Ability and expertise teaching Writing Intensive courses
- The ability to supervise Teaching Assistants in accordance with the TSSU-SFU Collective Agreement

**DOCUMENTS REQUIRED:**

- A current curriculum vitae
- A list of past courses taught at SFU and/or another University or College, and the teaching evaluations from these courses.
- Three current letters of reference, including at least one from a department/school/program for which courses have been taught, unless the applicant has recently taught for the department.
- A brief course outline
- Statement of applicant's teaching pedagogy

Evaluation of the adequacy of these qualifications is at the Chair's discretion
REQUIRED EMPLOYMENT DUTIES AND RESPONSIBILITIES:

- Works closely with the Undergraduate Chair/Department Chair/Department Manager, and with Teaching Assistants
- Delivers instruction of all course content
- Manages platforms for the effective delivery of instruction
- Oversees Teaching Assistants while adhering to TSSU guidelines.
- Holds regular meetings with Teaching Assistants to ensure continuity and cohesiveness in the course
- Holds regular office hours for students
- Undertakes the grading of assignments and examinations per the grading policies/practices of the Humanities
- Compiles final examination and term marks, and submits the final grades for students in the course
- Assesses grade appeals and DE grades as needed

OTHER INFORMATION: Departments may interview a short list of candidates.

EQUITY: The University is committed to the principle of equity in employment. (See Policy GP 19.)

PRIVACY:
The information submitted with an application is collected under the authority of the University Act (R.S.B.C. 1996, c.468, s. 27(4)(a)), applicable federal and provincial employment regulations and requirements, the University's non-academic employment policies and applicable Collective Agreements.

The information is related directly to and needed by the University to initiate the employment application process. The information will be used to contact references supplied by an applicant, evaluate an applicant’s qualifications, and complete the employment process by making a hiring decision. Applicant information may also be disclosed to the TSSU in accordance with Article XIII F.3.1.b of the Collective Agreement.

If you have any questions about the collection, use and disclosure of this information please contact the Associate VP, Human Resources, Simon Fraser University, Burnaby, BC V5A 1S6. Telephone 778-782-3237.