**Department of Political Science**

**Faculty of Arts and Science**

**University of Toronto**

**Job Posting - Course Instructor Position**

**(2024-2025)**

*The following job is posted in accordance with* ***CUPE 3902 Unit 1 Collective Agreement****.*

*Please note: Sessional Lecturers of the University of Toronto are covered by the CUPE 3902* ***Unit 3*** *collective agreement rather than the Unit 1 collective agreement and should not apply for positions posted under the Unit 1 collective agreement.*

*In accordance with the Employment Equity Policy, the University of Toronto encourages applications from qualified women and men, members of visibility minorities, aboriginal peoples, and persons with disabilities.*

**Effective Date:** May 1, 2024

**Closing Date:** June 7, 2024

**Application Process**

Applicants should submit the following:

* Covering letter
* C.V., including previous teaching evaluations (if applicable)
* a list of references
* CUPE 3902, Unit 1 application form

Applications should be marked to the attention of

Elizabeth Jagdeo, [undergrad.polsci@utoronto.ca](mailto:undergrad.polsci@utoronto.ca)

**All applicants must include a valid e-mail address on their application.**

cc: Union office, ([info@cupe3902.org](mailto:info@cupe3902.org))

**Course Number and Title:** POL388H1 S, *Politics and Government of Southeast Asia*

**Course description:** This course provides an overview of political regimes in Southeast Asia, as well as some of the main issues that shape its political life. It includes legacies of colonial rule, nationalist struggles, democratization, ethnic and secessionist conflict, as well as social movement.

**Estimated TA support:**  50 hours

**Estimated course enrollment:**  70 students

**Class schedule:** Monday 11:00 a.m. – 1:00 p.m.

\* This course is scheduled to be delivered in-person.

Please note that, in keeping with current circumstances, this course may be delivered in-person, remotely/online, or by a combination of delivery methods as determined by the Faculty or Department at a later date.

**Sessional dates of appointment:**January 1, 2025 – May 8, 2025

**Salary:**  $ 9,276.01 (excludes vacation pay) or

$ 10,366.55 (First Course Instructor Appointment; excludes vacation pay)

*Please note that should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail.*

**Qualifications:**

* PhD student required
* Demonstrated evidence of excellence in undergraduate teaching and mastery of the subject area is preferred
* Previous experience in teaching a similar course is preferred**.**

**Description of duties:**

* Preparation of course syllabus and course marking scheme
* Planning and teaching weekly lectures
* Setting and marking assignments/tests/exams and course administration in accordance with University regulations as described in the Faculty of Arts & Science Academic Handbook for Instructors
* Submission of grades
* Available for office hours for academic counselling of students
* Dealing with student enquiries, appeals and petitions
* Supervising and training TAs

**Application Procedure:**

Applicants should submit the following:

* Covering letter
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* a list of references
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Applications should be marked to the attention of Elizabeth Jagdeo, [undergrad.polsci@utoronto.ca](mailto:undergrad.polsci@utoronto.ca)

**CUPE 3902, Unit 1 Application Form**

**Covering persons employed for a period of less than one year, who are not Sessional Lecturers, in the University of Toronto**

*(see the Collective Agreement posted at*

[*http://www.hrandequity.utoronto.ca/current-staff/unionized/cupe-local-3902-unit-1.htm*](http://www.hrandequity.utoronto.ca/current-staff/unionized/cupe-local-3902-unit-1.htm)

*for a full description of the Unit 1 bargaining unit)*

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| Name |  |
| Address 1 |  |
| Address 2 |  |
| City |  |
| Province/State |  |
| Country |  |
| Postal Code |  |
| **Email address\*** |  |
| Telephone number | ( ) |
| Fax number | ( ) |
| Highest degree | Ph.D.\_\_\_\_\_\_ M.Sc.\_\_\_\_\_ M.A.\_\_\_\_\_ B.Sc.\_\_\_\_\_ B.A.\_\_\_\_\_ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Granting institution | University of Toronto \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Department |  |
| Date conferred |  |
| Academic Rank at U of T |  |

**\* A valid email address is required in order to receive email notification of job postings.**

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| **TYPE(S) OF POSITION FOR WHICH YOU ARE APPLYING** | |
|  | **Course Instructor** |
|  | **Teaching assistants** (Sessional Instructional Assistants) |
|  | Writing Centre Instructor |
|  | Applied Music Instructor |

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| **COURSE(S) APPLIED FOR AS COURSE INSTRUCTOR** | | | | | | | | |
| **Course Number** | | **Course Name** | | | | | **Date Posting Closes** | |
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| **PREVIOUS TEACHING EXPERIENCE AT THE UNVERSITY OF TORONTO** | | | | | | | | |
| **Half course?** | **Full course?** | | **Course No.** | **Course Name** | **Department** | **Instructing or Assisting?** | | **Year** |
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| **OTHER PREVIOUS TEACHING EXPERIENCE** | | | | | |
| **Half course?** | **Full course?** | **Course Name** | **Department & University** | **Instructing or Assisting?** | **Year** |
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| **OTHER EXPERIENCE** |
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| **YES** | **NO** | **CONFIRMATION OF STATUS (REQUIRED)** |
|  |  | Are you an undergraduate or graduate student in the University of Toronto? |
|  |  | Are you a postdoctoral fellow in the University of Toronto? |
|  |  | Are you currently registered in the graduate program (i.e., a member of CUPE 3902, Unit 1)? |
|  |  | Are you legally entitled to work in Canada? |

**Please submit your application no later than the closing date of the job posting.**

**Applications received after the closing date will not be considered.**