

**Teaching Assistant Position (25% FTE)  
Autumn 2024**

A Teaching Assistant is needed in the Department of Child, Family, and Population Health Nursing to provide support to **NURS 452 Care Coordination and Transition Management** for Autumn quarter. The TA will be responsible for assisting the NURS 452 faculty of record, Dr. Sydney Record in coordinating and managing this didactic course. Active participation and assistance during all scheduled classes is expected. The course meets on Tuesdays, 8:30-11:20am during Autumn Quarter. Preference is given to those who commit to attending (or have attended in the past) the School of Nursing TA Boot Camp (asynchronous online) and/or the Center for Teaching & Learning TA/RA Conference scheduled for September 18<sup>th</sup> 2024. <https://www.washington.edu/teaching/programs/ta-conference/>

Description of Course: This course focuses on exploring the role, skills and competencies related to care coordination and transition management across the care continuum. Major course themes include the role of the RN, models of care, evidence-based practice to support improvement in patient outcomes and cost savings, patient-centered care planning, collaboration and communication within and between settings/community, the role technology plays and the structures for reimbursement for CCTM services.

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

- Assist with management of Canvas Learning System website
- Literature search, duplication, and distribution of educational material
- Assist in preparation of course materials, and assist in presenting course content when appropriate
- Required attendance to class weekly to support instructor with technology and teaching
- Participate in weekly meeting with instructor to assess and plan needs for subsequent week
- Assist with tracking of student assignments, attendance, and other administrative tasks
- Assist with scheduling student learning activities and group work
- Assist in grading papers and assignments
- Communicate regularly with students via email and in class by responding to questions and requests for clarification
- Coach students about course work and assignments
- Other duties as assigned when needed

**Qualifications**

- PhD and 2<sup>nd</sup> year DNP graduate students in good standing will be considered
- Excellent literature search skills and writing skills
- Completion of statistics courses
- Ability to work independently and collaboratively as part of a team
- Ability to solve problems creatively
- Demonstrated attention to detail and excellent organizational skills
- Good written and verbal communication skills
- Expertise with CANVAS Learning Management System & experience with technology-based learning activities
- Experience working within the School of Nursing and UW system required; some teaching/TA experience preferred
- Knowledge and expertise in care coordination and transition management, ambulatory care, social determinants of health and health equity a plus

TA is expected to maintain awareness of and support UWSON DEI principles and anti-racist teaching practices.

**Duration:** 9/16/2024—12/15/2024. Exact dates and hours of employment will be arranged between the TA and course faculty each quarter

**Applications:** Please send an email of interest with your resume/CV and cover letter to Dr. Record at [srecord2@uw.edu](mailto:srecord2@uw.edu) **with the position and course number you are applying for in the subject line.** **Closing Date: August 15, 2024 or until**

**filled.**

**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).
- 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.