

**Teaching Assistant Position (25% FTE)
Winter 2025**

A Teaching Assistant is needed in the Department of Child, Family, and Population Health Nursing to provide support for a **DNP course NSG 562 Management of Adults I** for Winter Quarter. This graduate course focuses on evidence-based clinical decision making and management of common adult health problems, emphasizing episodic and acute concerns. Emphasizes concepts of health promotion and patient/family focuses care. The TA will be responsible for assisting the faculty of record, Dr. Jocelyn Thomas. Class meets on Thursdays from 10:00a-12:50 pm. Preference is given to those who commit to attending (or have attended in the past) the School of Nursing TA Boot Camp and/or the Center for Teaching & Learning TA/RA Conference. <https://teaching.washington.edu/learn/teachinguw-strategies-for-tas/>.

Roles and Responsibilities of the TA include:

- Assist with management of Canvas Learning System website
- Literature search for and distribution of educational material
- Assist in preparation of course materials, and assist in presenting course content when appropriate
- Assist with tracking of student assignments, attendance, and other administrative tasks
- Assist with scheduling guest speakers and student learning activities and group work
- Assist in grading assignments
- Communicate regularly with students via Canvas and in class by responding to questions and requests for clarification
- Coach students about course work and assignments
- Attend classroom sessions and seminars, identify and evaluate AV educational material, obtain equipment
- Coordinate presentations by guest lecturers, including scheduling, arranging parking, follow-up thank you letters
- Other duties as assigned when needed

Qualifications:

- PhD student in Nursing Science, in good standing
- Expertise with CANVAS Learning Management System and experience with technology-based learning activities
- Commitment to using Inclusive Teaching Strategies
- Excellent written and verbal communication skills
- Ability to work independently and collaboratively as part of a team
- Ability to solve problems creatively
- Demonstrated attention to detail and excellent organizational skills
- Expertise and interest in working with graduate nursing students
- Prior teaching/TA experience preferred

Duration: 12/16/2024—3/15/2025. 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. Jocelyn Thomas at joycelyn@uw.edu **with the position and course number you are applying for in the subject line.** **Closing Date: November 7, 2024.**

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: <https://hr.uw.edu/labor/academic-and-student-unions/uaw-ase/ase-contract>
- You can elect to join UW/GSEAC Academic Student Employee (ASE) union. For more information see website: <https://hr.uw.edu/labor/academic-and-student-unions/uaw-ase/ase-contract>.
- 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.

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:
<https://www.washington.edu/opb/tuition-fees/>.

Tuition waivers for 50% FTE ASE appointments: (<https://students.nursing.uw.edu/policies/son-memoranda/academic-student-employee-appointments/>)

- **Tuition-based students** who are hired as ASEs (TAs/RAs/SAs) in the UW School of Nursing, receive a resident operating and tech fee waiver, and a waiver of the non-resident differential, if any, in the amount of the current tuition. This is the standard university practice.
- **Fee-based students** who are hired as ASEs (TAs/RAs/SAs) in the UW School of Nursing receive course payments equal to Tier 1 graduate resident operating and tech fee, plus remaining related program-specific fees. This practice is consistent with the UW Office of Planning and Budgeting (OPB) Brief (September 4, 2014): *Criteria for Course Payments to Graduate Students in Fee-based Degree Programs*

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
