

Course	Term	Max Enr	Estimated Enrolment	Estimated # of TAs/AAs*	Estimated Hours per TA/AA
WRIT250 Writing in Business Contexts	Fall 2024	100	100	4	90
WRIT265 Editing in Academic and Professional Contexts	Fall 2024	150	150	5	117
WRIT120 Fundamentals of Effective Writing	Winter 2025	200			

Excellent communication skills are essential, as is superior computer proficiency and ability to work closely with undergraduate students. Successful candidates will be expected to have continuous access to high-speed internet in order to provide prompt online advice and electronically monitor the progress of students.

Courses in Fall session: September 3 – December 3

Courses in Winter session: January 6 – April 4

*Positions will be offered only if course enrolment allows. The actual number of hours of work will be determined depending on class size. The rate of pay is commensurate with the rates specified in the collective agreements of Teaching Assistants (PSAC) and Academic Assistants (USW).

Apply in writing with a cover letter and resume or CV to Lori Vos, Undergraduate Coordinator of Writing Courses, the Faculty of Arts and Science, at vosl@queensu.ca. Applications for Fall courses must be received by [redacted]. Applications for Winter courses must be received by [redacted].

University of Queen's University is committed to creating a diverse and inclusive workplace and employment equity and diversity in the workplace and welcomes applications from women, visible minorities, indigenous peoples, persons with disabilities, and persons of any sexual orientation or gender identity. All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

The University will provide support in its recruitment processes to applicants with disabilities,

[redacted] @ [redacted]
accommodation during the interview process, please contact Lori Vos, vosl@queensu.ca.