



## MEMORANDUM

### Teaching Assistant Positions

2017-2018

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Applications are invited for the Teaching Assistant positions described in the attached table.

These positions have been rated with reference to the hours of work that may be reasonably expected to be associated with the assigned duties. Remuneration will be based upon the rated hours and the hourly rates stipulated below (based on May 1, 2017 rate).

#### Rate of Pay

There is a union and bargaining unit in operation in the University. Effective May 1, 2017 the wage rate of pay for a UG, SGS I, SGS II and PDF is \$43.65 per hour, in accordance with the Collective Agreement between the Governing Council of the University of Toronto and the Canadian Union of Public Employees, Local 3902.

U/G	Undergraduates	\$43.65/hr + 4% vacation pay
SGS I	Graduate Students who have not completed at least two (2) years of full-time graduate study and who do not have a Master's degree (or the equivalent) in the discipline.	\$43.65/hr + 4% vacation pay
SGS II	Graduate Students who have completed at least two (2) years of full-time graduate study or who have a Master's degree (or the equivalent) in the discipline, and Postdoctoral Fellows.	\$43.65/hr + 4% 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.*

### **Application Procedure**

Please complete the Teaching Assistant Application form which can be found at the following website and return it to Louisa Kung by email to [louisa.kung@utoronto.ca](mailto:louisa.kung@utoronto.ca) or submit to Room 316, 150 College Street.

<http://nutrisci.med.utoronto.ca/sites/default/files/Teaching%20Assistant%20Application.pdf>

### **Notification of Appointment**

Dr. L'Abbé shall make any and all offers of employment on behalf of the Department of Nutritional Sciences. Any offers made by individuals other than Dr. L'Abbé are not authorized by the Department.

### **Training**

All first time Teaching Assistants are required to attend a mandatory training session.

Teaching Assistants are required to meet with their course supervisor at or around the mid-point of their appointment.