



Publishing Program  
Faculty of Communication, Art and Technology  
SFU Vancouver, 515 West Hastings Street,  
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June 26, 2017

[publishing.sfu.ca](http://publishing.sfu.ca)

## **PUBLISHING PROGRAM TEACHING ASSISTANT AND TUTOR-MARKER VACANCIES FALL 2017 (1177)**

### **Appointment duration: September 5 – December 22, 2017**

Teaching Assistant and Tutor-Marker applications are invited for courses in the Publishing Program for the Fall 2017 (1177) semester:

*All TA positions are in the Teaching Support Staff Union (TSSU) and are subject to sufficient enrollment and final budgetary authorization.*

#### **Harbour Centre Campus Day**

##### **PUB 101-3 Publication of Self in Everyday Life**

Lectures - Tuesdays 10:30am – 12:20pm

Labs - Tuesdays, 12:30pm -1:20pm (D101); Tuesdays, 1:30pm – 2:20pm (D102)

##### **PUB 331-4 Graphic Design in Transition: Print and Digital Books**

Lectures-Mondays 10:30am – 12:20pm

Labs - Mondays, 1:30pm – 2:20pm (D101); Mondays, 2:30pm – 3:20pm (D102)

##### **PUB 372-4 The Publishing Process**

Lectures-Thursdays 12:30pm – 2:20pm

Tutorials - Thursdays, 2:30pm – 3:20pm (D101); Thursdays, 3:30pm – 4:20pm (D102);

Thursdays, 4:30pm – 5:20pm (D103)

#### **Harbour Centre Campus Evening**

##### **PUB 131-3 Publication Design Technologies**

Lectures-Wednesdays, 5:30pm – 6:20pm

Labs - Fridays, 8:30am – 10:20am (E101); Fridays, 10:30am – 12:20pm (E102);

Fridays, 12:30pm – 2:20pm (E103); Fridays, 2:30pm – 4:20pm (E104)

##### **PUB 375-4 Magazine Publishing**

Lectures-Tuesdays 5:30pm – 7:20pm

Tutorials - Tuesdays, 7:30pm – 8:20pm (E101); Tuesdays, 8:30 – 9:20pm (E102);

Thursdays, 4:30pm – 5:20pm (E103); Thursdays, 5:30pm – 6:20pm (E104)

*General Qualifications: TA's must have sufficient knowledge in the discipline of the course to interpret the course material. TA's must be competent in oral and written English. Proficiency in Adobe CS is required for lab courses.*

*TA's are expected to attend the Lecture or Seminar associated with the course that they are hired for, as well as their tutorials or labs.*

*Please refer to Article XIII (Teaching Assistants) of the most recent TSSU Collective Agreement (2014-19)*

#### **Tutor-Marker (Distance Education)**

##### **PUB 355W – 4 Online Marketing for Publishers**

*General Qualification: TM's must have sufficient knowledge in the discipline of the course to interpret the course material. TM's must be competent in oral and written English.*

*Please refer to Article XV (Distance Education Tutor/Marker) of the most recent TSSU Collective Agreement (2014-19).*

*If you require further information about Tutor-Marker duties please contact the Centre for Online and Distance Education at 778-782-4768 or email [codehelp@sfu.ca](mailto:codehelp@sfu.ca). All Distance Education courses are subject to minimum enrollment targets. Tutor-Markers are expected to attend Orientation on the Burnaby campus in early September 2017.*

## **Policies**

**Equity:** The University is committed to the principle of equity in employment. (See Policy GP 19.)

**Privacy:** The information submitted with your application is collected under the authority of the University Act (R.S.B.C. 1996, c.468, s. 27(4)(a)), applicable federal and provincial employment regulations and requirements, the University's non-academic employment policies and applicable collective agreements. The information is related directly to and needed by the University to initiate the employment application process. The information will be used to contact references supplied by you, evaluate your qualifications and complete the employment process by making a hiring decision. Applicant information may also be disclosed to the Teaching Support Staff Union in accordance with Article XIII F.3.1.b of the Collective Agreement. If you have any questions about the collection, use and disclosure of this information please contact the Associate VP, Human Resources, Simon Fraser University, Burnaby, BC V5A 1S6. Telephone 778-782-3237.

## **TA/TM Application Process**

Applicants should submit by email a current resume and cover note (see \* below) including:

- Name
- Degree Program (MPUB or Other)
- Department
- Student Number
- Email Address
- Contact Telephone Number

*\*Note: By applying for TA/TM jobs in PUBLISHING you are applying for all jobs for which you are qualified (and you may indicate your preferences) – UNLESS you also indicate in your cover note that you only want to apply for SPECIFIC courses.*

- Email your application to **pub-info@sfu.ca** by the application deadline

**Application Deadline – Mon., July 10, 2017 (4:30pm)**