GTA duties typically include: marking subjective assignments and exams, preparing/conducting tutorials, lab instruction, leading class discussions, meeting with students/TAs/instructors, email communications, academic assistance during office hours, administration of online classroom environments, invigilating, training, photocopying. Class attendance may be required.

GAA duties typically include: taking attendance, course preparation, research, organizing materials, photocopying, and administration of online classroom environments including Connect and blogs. GAA’s do not conduct tutorials, invigilate exams, or mark subjective assignments/exams.

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**GTA duties typically include:**
- Marking subjective assignments and exams.
- Preparing/conducting tutorials.
- Lab instruction.
- Leading class discussions.
- Meeting with students/TAs/instructors.
- Email communications.
- Academic assistance during office hours.
- Administration of online classroom environments.
- Invigilating.
- Training.
- Photocopying.
- Administration of online classroom environments including Connect and blogs.

GAA duties typically include:
- Taking attendance.
- Course preparation.
- Research.
- Organizing materials.
- Photocopying.
- Administration of online classroom environments including Connect and blogs.

**Class attendance may be required.**

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**All information below is subject to change - for updates and how to apply visit:**
[https://sala.ubc.ca/student-life/employment](https://sala.ubc.ca/student-life/employment)

**For up to date course scheduling information, please visit the student services centre.**

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<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Instructor</th>
<th>Position</th>
<th>Hourly rate</th>
<th>Hours per week</th>
<th>Total hours</th>
<th>Total pay</th>
<th>Number of positions</th>
<th>Overview of duties</th>
<th>Qualifications</th>
<th>Application materials required in addition to CV and cover letter</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARCH 504/5</td>
<td>Architectural History I &amp; II</td>
<td>J. Watson &amp; S. Stevens</td>
<td>GAA</td>
<td>$20.60</td>
<td>~10 -2</td>
<td>52</td>
<td>$1,071.20</td>
<td>1</td>
<td>Research, compile, and/or photocopy/scan course materials; Collect and set up AV equipment as needed; Prepare slides; Administer online resources; Other administrative tasks as needed.</td>
<td>Enrolment in a master's level design degree program (MArch, MLA, MUD) and good organizational and communication skills are required. Familiarity with Connect/Canvas as well as UBC Library system preferred. POSITION RUNS FROM DECEMBER 16 - MARCH 31. AT LEAST HALF OF TOTAL HOURS WILL BE COURSE PREP.</td>
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<tr>
<td>ARCH 404</td>
<td>Architectural History I - Term 2</td>
<td>S. Stevens</td>
<td>GTA II</td>
<td>$30.71</td>
<td>9</td>
<td>120</td>
<td>$3,685.20</td>
<td>1</td>
<td>Attend lectures; Lead an in-class discussion group on the lecture content and readings; Attend weekly planning meetings; Provide tutorials outside of class (office hours); Grade undergraduate assignments and quizzes; Advise undergraduates on possible paper topics and research methods. There may be an opportunity to devise in-class activities appropriate to lectures and discussion and an option to prepare and present an in-class mini-lecture.</td>
<td>Completion of required MArch history-theory sequence or undergraduate degree in architectural or art history is required. Will also consider MArch candidate with undergraduate degree in the humanities. Must have excellent communication skills and ability to creatively present information. Some teaching experience preferred.</td>
<td>Writing sample (paper written for an architectural history course)</td>
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<td>ARCH 504</td>
<td>Architectural History I - Term 2</td>
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<td>$2,917.45</td>
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<td>$ 2,917.45 1 Attend lectures; Lead an in-class discussion group on the lecture content and readings; Attend weekly planning meetings; Provide tutorials outside of class (office hours). There may be an opportunity to devise in-class activities appropriate to lectures and discussion and an option to prepare and present an in-class mini-lecture.</td>
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<tr>
<td>ENDS 110</td>
<td>Measured Architectural Drawing</td>
<td>TBA</td>
<td>GTA II</td>
<td>$30.71</td>
<td>4</td>
<td>52</td>
<td>$ 1,596.92 1 Provide assistance with tutorials both in and outside of class, one on one instruction with students and grading tasks. Assist with classroom setup.</td>
<td>Current SALA student with knowledge and experience of analog drawing techniques. Strong visual and verbal communication skills required.</td>
<td>Short portfolio of recent work, including hand sketches and final studio or design media work</td>
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<tr>
<td>ENDS 221</td>
<td>Sustainability by Design</td>
<td>J. Dahmen</td>
<td>GTA II</td>
<td>$30.71</td>
<td>12</td>
<td>156</td>
<td>$ 4,790.76 ~6 Attend one 1.5 hour lecture per week by instructor and conduct two 2 hour sessions per week with two groups of up to 20 students. Sessions will include discussion of lecture and readings, followed by collaborative design exercises. Responsibilities will include preparing course materials, managing group projects within the sessions, arranging critiques of design exercises, tracking student attendance, and grading design exercises, quizzes, and exams. Number of positions will be based on enrolment.</td>
<td>Current PhD or Master level student in architecture, landscape architecture, or urban design with a strong interest in gaining experience teaching design to undergraduate students in gateway course to the ENDS program. Applicants who have successfully completed courses in sustainable design are preferred. Previous teaching experience working independently with undergraduates is helpful, but not required.</td>
<td>Short portfolio of recent work (limit to 5 pages) Limit cover letter to one paragraph</td>
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