



Job Description: Teaching Assistant for KIN 132

Instructor: Rob Langill

This TA Job Description is provided for reference purposes only. It will be subject to changes as required. For more specific details and information, students are advised to contact the instructor directly, if they are offered the position. Current course scheduling is posted [online](#).

Course description: Human physiology and anatomy are the sciences of the function and structure of the living human body. In this course an examination of the physiology and anatomy of the cardiovascular, respiratory, urinary, digestive, reproductive, lymphatic, and immune systems will be undertaken.

Requirements: The two main components of the Teaching Assistant position in this course involve evaluation and lab duties.

Evaluation will mainly involve marking both lecture (physiology) and lab (anatomy) material. Lecture exams will consist of multiple choice and short answer questions. Labs will consist of a fill-in-the-blank anatomy assignments and bell-ringer anatomy exams. All exams will have a thorough answer key provided by the instructor. Teaching Assistant duties will include helping to set up prior to exams and being available to review all assignments and exams with students upon request.

Lab duties focus mainly on the anatomy material. There is time allotted for the Teaching Assistant to review materials and background information prior to in-lab sessions. Each time a new system is started the Teaching Assistant will prepare a short lecture (10 minutes) to provide an overview of the upcoming anatomy. The remaining time during laboratory sessions is mainly open with the Teaching Assistant aiding groups of students working with models and diagrams to identify anatomy and complete assignments. The final requirements are to answer e-mails from students and offer some weekly office hours.

Preferences (Optional): It is preferable that the Teaching Assistant have a good foundational knowledge of human physiology and anatomy for the systems covered in this course and be able to independently assist groups of students. Familiarity with Canvas is also very helpful.

Division of Time by Duty:

The following is an approximation of how the Teaching Assistant will divide their time for the course, but is subject to changes based on the needs of the course. ***The total maximum working hours per term is 184 hours.***

Duties	Number of hours (total)
Background preparation/reading	40
Attendance in lab	30
Exam invigilation	10

Marking	50
Student exam viewing	20
Student communications (e-mail responses)	10
Office hours	10
Miscellaneous	14

*Salary for each appointment will be in accordance with current CUPE 2278 rates.
http://www.cupe2278.ca/forms_and_docs/pay_rates.html.*

Courses and TA requirements may be changed or cancelled due to budget or student enrolments. All applicants must assure they will be available when the course is offered. Please review the [course timetable](#) on the UBC website.

TA Applications are due by May 15.

Interested Graduate students will be provided a link to the applications by May 1.

For more information, please see [Teaching Assistantships](#)

UBC hires on the basis of merit and is committed to employment equity. We encourage qualified applicants to apply.