



## **Job Description: Teaching Assistant for KIN 300**

### **Instructor: Tania Lam**

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:** This course provides an overview of the field of Kinesiology, broadly examining the neuromuscular and cardiorespiratory regulation of movement and exercise as it pertains to sports, athletic performance, and physical activity and health. A focus is on reviews of current research literature and students complete a term project (group project) culminating in an end-of-term student symposium. This is an elective course open to non-Kinesiology students only.

**Requirements:** Teaching assistants should be comfortable with and/or have interest and appreciation of content covering the broad-base of kinesiology, such as exercise physiology, neuromechanics, nutrition, and other topics related to fitness, health, and sport. An appreciation of sociocultural issues in Kinesiology and sport psychology would also be an asset. TAs should be prepared to independently mentor students in accessing and interpreting research literature and supporting students' group projects and symposium presentations. Previous experience as a TA strongly recommended.

**Course Administration:** TAs will be responsible for helping to create student groups for the term project at the beginning of the term (following course guidelines), meeting early in the term with their student group mentees, and assisting students in implementing their group contracts, including mediating any conflicts that may arise and soliciting the support of the instructor as necessary. A major proportion of the graded coursework is group work, and TAs are expected to lead by example and establish the appropriate tone to promote a collaborative learning environment. The TAs should also be prepared to answer student questions about the course content, or guide them to appropriate resources.

**Marking:** The TAs will be responsible for marking student assignments (both individual and group assignments) in a timely manner. Cumulative assignments building to the final group project require feedback within 1 week of due date; marks for other course assignments can be submitted within 2 weeks of the due date. Other marking responsibilities include student presentations and any fill-in-the-blank or other short-answer components of class quizzes. Rubrics for all graded work will be provided.

**Student Support:** The TAs should be available to answer emails from students and also offer office hours or individual appointments, as appropriate, to answer questions and review graded work with students. TAs should be able to provide constructive and critical feedback to students in their graded assignments and group presentations, which are based on the research literature in Kinesiology.

**Resources Provided:** There is time allotted and resources provided for the TAs to review materials and background information related to the course content. Guidelines for group work will be provided to help the TAs support students in their group work.

**Preferences (Optional):** Familiarity with Canvas would be 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	Approximate Number of hours per week and/or term
Background preparation/reading	30 hours
Lecture Attendance	30 hours
Marking/Grading (assignments, quizzes, group presentations)	60 hours
Office hours / student meetings (mentoring, quiz viewing)	40 hours
Student communications (e-mail responses)	14 hours
Course administration	10 hours
TOTAL:	184 hours

*Salary for each appointment will be in accordance with current CUPE 2278 rates.*

*[http://www.cupe2278.ca/forms\\_and\\_docs/pay\\_rates.html](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.*