



Job Description: Teaching Assistant for KIN 420
Prevention of Sports Injuries
Instructor: Anne Lasinsky, PhD

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: Training and safety strategies for the prevention of injuries to the musculoskeletal system and sense organs.

Requirements: This is an online lecture-based course, with two exams and four quizzes. There are three teaching assistants for this course. The teaching assistants are expected to attend live Zoom sessions (at least 1 TA online per session) and help to address student's questions during those sessions, during weekly virtual office hours, and via e-mail. The TA online during our live sessions should manage the chat function, relay important questions to the instructor, and help students with potential technical issues (within reason). Other time commitments involve holding weekly office hours, setting times for students to review their assessments, completing the required readings each week (in order to address students' questions), proofreading quizzes and exams, and marking. The bulk of the teaching assistant's time will be dedicated to student communication and marking of assessments. If the teaching assistant is unable to complete any of their duties due to absence, they should find another TA to cover their missed work.

TA's are expected to conduct themselves professionally, and are required to attend the TA Training Workshop at the beginning of the academic year if they have not attended it in any year past. TA's must also always use an "@ubc.ca" email address when conducting course-related communications with the instructor or with students. You can also choose to communicate with students using the messaging function in Canvas. Personal emails through Gmail, Hotmail or other servers are not permitted.

Preferences: Background knowledge of human musculoskeletal anatomy is helpful. Familiarity with the online tools we will use like Zoom and 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 some change based on the needs of the course. Full-time Tas are assigned 192 hours per term.

Duty	Number of hours per week, term
Background preparation/reading	2 hr/wk 24 hr/term
Attendance at Zoom sessions	2 hr/wk 24 hr per term
Proofing quizzes and exams	10 hr/term

Marking quizzes	2 hr/quiz 8 hr/term
Marking exams	12 hr/exam 24 hr/term
Student exam/quiz viewing	6 hr/exam, 2 hr/quiz 20 hr/term
Student communications (e-mail responses)	4 hr/wk 48 hr/term
Office hours	2 hr/wk 24 hr/term
Miscellaneous	2 hr/term

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.