

SMU Spark TA Chem 1210 (Formerly Student Success TA – Chem 1210)

Duties:

- According to your schedule, assist in lab with the Campus Scavenger Hunt or other in-lab Student Success activities (about 3-9 hours over the term)
- Within one week, provide timely personalized feedback on student success assignments and reflections including individualized guidance on how to deal with challenges. You will have to research to find the correct student service and how to access it.
- Reach out by email to students who are not engaging in the lab or student success activities to identify challenges and provide support and guidance.

Expectations:

Student Success TAs are expected to:

- Fully understand campus services that can help students be successful
- Be prepared, punctual, motivated, safety-conscious, and empathetic
- Handle student grades, reflections and answer keys in an appropriate confidential manner
- Be a positive role model for professionalism and promotion of an inclusive learning environment
- Supply your own properly-fitting lab coat and safety glasses

Requirements:

- Overall minimum grade of B- (or higher) must be attained in both General Chemistry I and II; or permission of the instructor. **A full unofficial transcript is required when submitting your application.**
- WHMIS certified in the last 12 months
- Excellent written communication skills and interpersonal skills

Duration:

36 hours total:

- Contact hours vary each week, but the total will be about 3-9 hours over the term. Sometimes there is a quick 30-minute check-in at the start of lab. Other weeks will be the full 3 hours of lab time. The assigned lab section(s) will be aligned with your schedule, but you must have at least one afternoon lab slot free.
- The majority of your hours will involve providing feedback on students' online written assignments.
- 3 to 6 hours invigilation and/or other department duties as outlined by Lab Coordinator.
- ***This position is for Undergraduate TAs only.***

Pay:

- To be paid as according to SMU's Payroll Teaching Assistant/Student Marker/Demonstrator Schedule for the term hired.