**JOB POSTING**

**THIS AD IS FOR CUPE UNIT 2 positions.**

**You must be a registered Student at Trent University in order to apply.**

The Department of **Chemistry** invites applications for **CUPE 3908 Unit 2 Academic Assistants** for the 2045-2025 academic year. Positions are at various times during the Academic Year 2024-2025.

The hourly rate of pay is in accordance with the CUPE 3908 Unit 2 Collective Agreement and may be found in Appendix A Wage Rates on page 57 of the [CUPE Unit 2 collective agreement](https://www.trentu.ca/humanresources/sites/trentu.ca.humanresources/files/documents/CUPE%202%20Collective%20Agreement%202021-2024%20FINAL_1.pdf).

**Academic Assistant (AA)** shall be defined as an enrolled Trent University student who does not currently hold a GTA, and who is not responsible for the overall evaluation of students in a lab or workshop group, assigning and marking of students’ overall written and oral work in a course or principally responsible for conducting the lab or workshop; AA will work under the direction of a supervisor and will not work without oversight. Duties related to the position, which shall be in accordance with University and departmental practices, shall be determined by the person(s) who has (have) principal responsibility for the course. Assigned duties include the following: Demonstrating problem-solving and analytical techniques and related marking (e.g. Mathematics, Chemistry), Facilitating small group discussions and development of problem solving strategies (e.g. Environmental Studies, Indigenous Studies), Assisting students in laboratory settings (e.g. Biology).

**Courses with Academic Assistant Positions:**

**CHEM-1000H: Introductory Chemistry I**

**Labs – (1) AA per lab section @ 5 hrs/week**

Tuesday 9am – 12pm

Tuesday 1pm – 4pm

Wednesday 9am – 12pm

Wednesday 1pm – 4pm

Thursday 9am – 12pm

Thursday 1pm – 4pm

**CHEM-2100H: Introductory Organic Chemistry I**

**Labs – (1) AA per lab section @ 5 hrs/week**

Tuesday 9am – 12pm

Tuesday 1pm – 4pm

Tuesday 5pm – 8pm

Wednesday 9am – 12pm

Wednesday 1pm – 4pm

Wednesday 5pm – 8pm

**CHEM-2410H: Introductory Analytical Chemistry I**

**Labs – (1) AA per lab section @ 5 hrs/week**

Tuesday 9am – 12pm

Tuesday 1pm – 4pm

Wednesday 9am – 12pm

Wednesday 1pm – 4pm

Thursday 9am – 12pm

Thursday 1pm – 4pm

Friday 9am – 12pm

**CHEM-2500H: Elements of Physical Chemistry: Quantum Mechanics and Reaction Kinetics**

**Labs – (1) AA per lab section @ 5 hrs/week**

Monday 9am – 12pm

Monday 1pm – 4pm

Monday 5pm – 8pm

Tuesday 9am – 12pm

Tuesday 1pm – 4pm

**CHEM-3102H: Advanced Synthetic Organic Chemistry**

**Labs – (1) AA per lab section @ 5 hrs/week**

Thursday 1pm – 4pm

Thursday 5pm – 8pm

Friday 9am – 12pm

Friday 1pm – 4pm

**CHEM-3200H: Chemistry of the Main-Group Elements**

**Labs – (1) AA per lab section @ 5 hrs/week**

Wednesday 9am – 12pm

Wednesday 1pm – 4pm

**CHEM-3310H: Protein Chemistry and Enzymology**

**Labs – (1) AA per lab section @ 5 hrs/week**

Thursday 9am – 12pm

Thursday 1pm – 4pm

Friday 9am – 12pm

Friday 1pm – 4pm

**CHEM-3400H: Chromatography**

**Labs – (1) AA per lab section @ 5 hrs/week**

Monday 9am – 12pm

Monday 1pm – 4pm

Tuesday 9am – 12pm

Tuesday 1pm – 4pm

Wednesday 9am – 12pm

Assigned duties may include but are not limited to the following:

* Assist in labs or tutorials, demonstrating laboratory techniques, marking lab reports, facilitating small group discussions, and attending lab preparatory meetings as required. All Academic Assistants must attend an orientation session.
* All employees at Trent, including student employees, are required to complete Ministry of Labour Health and Safety Awareness Training, Campus Violence and Harassment, Human Rights and AODA, WHMIS, and Privacy Training, as well as Lab Safety training.

**Qualifications:**

* Students must have completed at least two years of an undergraduate Chemistry degree or related field.
* You must be a registered student at Trent University to apply, and you must have completed the course to which you are applying with a minimum 75%.
  + Those who are applying to CHEM-2410H will need to have completed CHEM-2400H with a minimum 75%

**Application:**

Please state **“Chemistry Fall AA” along with your student number** in the subject line of the email and include the following in your email:

* Resume
* A copy of your latest Academic Summary
* The course code, day, and time of the section(s) for which you are available
* Stipulate the number of hours you are seeking in total
* If you are an undergraduate or graduate student
* If you are TWSP eligible

Note: students may apply to multiple courses/lab times.

Submit Resume to:

Teresa Garvey, [chemjobs@trentu.ca](mailto:chemjobs@trentu.ca)

Enquiries may be directed to **Teresa Garvey** by;

E-mail: **chemistry@trentu.ca** or by phone : **705-748-1011 x 7505**

In-person: **CSB D105**

**Deadline for receipt of applications Monday, July 29 at 8:00 am or until positions are filled**

All positions are subject to budgetary approval by the Dean’s office.

THIS AD IS FOR RETURNING TRENT STUDENTS ONLY