

ENGINEERING COMMUNICATION PROGRAM
Faculty of Applied Science & Engineering, University of Toronto
Job Postings 2017-18 – CUPE Unit 3

SESSIONAL LECTURER POSITIONS

The Engineering Communication Program has the following **Sessional Lecturer** positions available for the 2017-2018 school year and invites applications from suitably qualified candidates.

No late applications can be considered.

All posted jobs are subject to the parameters listed below.

Posting Date: April 27, 2017

Closing Date: May 21, 2017

Salary: The salary rates, in accordance with the CUPE 3902 Unit 3 Collective Agreement, are as follows:

Sessional Lecturer 1:

As of Jan 1, 2017 - \$7,359.07 per Half Course Equivalent (HCE), inclusive of vacation pay

Sessional Lecturer 2:

As of Jan 1, 2017 - \$7,823.85 per Half Course Equivalent (HCE), inclusive of vacation pay

Should rates stipulated in the Collective Agreement vary from rates stated in this posting, the rates stated in the Collective Agreement shall prevail.

Please note: All positions are HCE unless designated otherwise in the specific job descriptions that follow.

No more than 50% of the workload for these courses is at-home work. Consequently, these contracts are not, in themselves, eligible for the T2200 tax deduction.

The positions posted below are tentative, pending final course determinations and enrolments. Lecture and tutorial days and times are accurate as of the posting date, and are subject to change should the need arise.

Please forward a completed application to the contact specified in the "Application Method" column below. If you are applying for multiple positions, please send only one email and include in your application letter a list of all the positions you're interested in, along with the requisite application documents.

This notice is posted pursuant to the CUPE Local 3902 Unit 3 Collective Agreement. Please note that, in accordance with that agreement, preference in hiring is given to qualified individuals advanced to the rank of Sessional Lecturer II in accordance with Article 14:12.

Department Standards and Policies are available in the Department office and in the CUPE, Local 3902 office.

COURSE NUMBER AND TITLE	NUMBER OF POSITIONS (est.) COURSE ENROLMENT (est.) CLASS TIME	DATES SIZE OF APPOINTMENT (HOURS) SALARY	QUALIFICATIONS	DUTIES	APPLICATION METHOD	APPLICATION DEADLINE
<p>Communication Instruction and Coordination in the CHE portfolio</p> <p>Position: Sessional Lecturer</p> <p>Course description: Communication instruction is delivered in CHE299 and in specific core course activities.</p> <ul style="list-style-type: none"> • In the second-year communication course (CHE299) students attend two weekly tutorials organized around activities related to core course assignments. • The CHE coordinator provides instruction via CHE299 as well as occasional lectures, grading and TA training in core CHE courses, including but not limited to CHE230, CHE326 and CHE430. 	<p>Number of Positions (est.): One (1) position.</p> <p>Estimated Enrolment: 300-375 students over the three years from 2nd to 4th year.</p> <p>TA Support: TA consultation will be available from partner engineering courses as required.</p> <p>Class Schedule: Schedules vary between courses and have some flexibility in the planning of extra workshops.</p>	<p>Dates: Fall & Winter terms September 1, 2017 – April 30, 2018</p> <p>Hours: This position functions as a Y course, or 2 HCE (up to a maximum of 460 hours). It includes the exam period.</p> <p>Salary: In accordance with the CUPE 3902 Unit 3 Collective Agreement as of January 2017, the Sessional Lecturer I rate of pay is \$7,359.07 per HCE, inclusive of vacation pay. The SL II rate is \$7,823.85 per HCE, inclusive of vacation pay. Should rates stipulated in the Collective Agreement vary from rates stated in this posting, the rates stated in the Collective Agreement shall prevail.</p>	<p>Minimum Qualifications include at least a Master's degree in an appropriate discipline (such as, but not limited to, Communication, English, Engineering, Education, Technology Studies) with strong written and oral communication skills, and a demonstrated commitment to teaching communication and demonstrated ability to work as part of a team.</p> <p>Preferred Qualifications include familiarity with engineering communication practices, administrative experience, experience as an instructor in Chemical Engineering, familiarity with the specific needs of CHE, and a strong working relationship with its faculty.</p>	<p>Sessional Lecturer Duties: Administration and coordination of communication curricula in Chemical Engineering including:</p> <ul style="list-style-type: none"> - preparing course outlines - scheduling meetings with students, communication instructors and TAs - meeting with departmental faculty as required - preparing on-line material and assignments - preparing and maintaining Blackboard sites related to communication curricula - meeting and corresponding with students - recording marks as required 	<p>Applicants should submit:</p> <ul style="list-style-type: none"> • an application letter • curriculum vitae including the names of three referees • a short writing sample • a Unit 3 application form, available online at http://forms.hrandedquity.utoronto.ca/ <p>A valid email address is required.</p> <p>Application letters should be addressed to: Deborah Tihanyi, Director Engineering Communication Program 35 St. George Street Toronto, ON M5S 1A4</p> <p>We prefer that applications be submitted by email to: ecp@ecf.utoronto.ca</p> <p><i>Please include only one (1) Unit 3 application, listing all courses you are applying for. Do not send separate applications for each course.</i></p>	<p>MAY 21, 2017</p>

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<p>CHE230H1 S: Environmental Chemistry</p> <p>Position: Sessional Lecturer</p> <p>Course description: The chemical phenomena occurring in environmental systems are examined based on fundamental principles of organic, inorganic and physical chemistry. The course is divided into sections describing the chemistry of the atmosphere, natural waters and soils. The principles applied in the course include reaction kinetics and mechanisms, complex formation, pH and solubility equilibria and adsorption phenomena. Molecules of biochemical importance and instrumental methods of analysis relevant to environmental systems are also addressed.</p>	<p>Number of Positions (est.): One (1) position.</p> <p>Estimated Enrolment: 140-160 students.</p> <p>TA Support: TA consultation will be available from partner engineering courses as required.</p> <p>Class Schedule: In CHE230 students attend three lectures and one tutorial per week.</p>	<p>Dates: Winter term January 1 – April 30, 2018</p> <p>Hours: 1 HCE (up to a maximum of 230 hours) including the exam period.</p> <p>Salary: In accordance with the CUPE 3902 Unit 3 Collective Agreement as of January 2017, the Sessional Lecturer I rate of pay is \$7,359.07 per HCE, inclusive of vacation pay. The SL II rate is \$7,823.85 per HCE, inclusive of vacation pay. Should rates stipulated in the Collective Agreement vary from rates stated in this posting, the rates stated in the Collective Agreement shall prevail.</p>	<p>Minimum Qualifications include at least a Master's degree in an appropriate discipline (such as, but not limited to, Communication, English, Engineering, Education, Technology Studies) with strong written and oral communication skills, and a demonstrated commitment to teaching communication and demonstrated ability to work as part of a team.</p> <p>Preferred Qualifications include familiarity with engineering communication practices, experience as an instructor in Chemical Engineering, familiarity with the specific needs of CHE, and a strong working relationship with its faculty.</p>	<p>Sessional Lecturer Duties: Communication Instruction under the CHE portfolio with a particular focus on CHE230.</p> <ul style="list-style-type: none"> - Work with co-coordinator and course instructor to organize environmental consulting project - Prepare online materials for environmental consulting project - Deliver lectures regarding consulting project - Meet with students (individually and in groups) - Assess written documents and oral presentations 	<p>Applicants should submit:</p> <ul style="list-style-type: none"> • an application letter • curriculum vitae including the names of three referees • a short writing sample • a Unit 3 application form, available online at http://forms.hrandedu.utoronto.ca/ <p>A valid email address is required.</p> <p>Application letters should be addressed to: Deborah Tihanyi, Director Engineering Communication Program 35 St. George Street Toronto, ON M5S 1A4</p> <p>We prefer that applications be submitted by email to: ecp@ecf.utoronto.ca</p> <p><i>Please include only one (1) Unit 3 application, listing all courses you are applying for. Do not send separate applications for each course.</i></p>	<p>MAY 21, 2017</p>

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<p>CHE326: Thermodynamics and Kinetics Laboratory</p> <p>Position: Sessional Lecturer</p> <p>Course description: This one term laboratory course involves experiments investigating thermodynamics and kinetics, complimenting two courses this term. Thermodynamic experiments include phase equilibrium and calorimetry, and kinetics experiments include investigations of rate, constants and Arrhenius behaviour.</p>	<p>Number of Positions (est.): One (1) position.</p> <p>Estimated Enrolment: 130-160 students.</p> <p>TA Support: TA consultation will be available from partner engineering courses as required.</p> <p>Class Schedule: In CHE326 students attend weekly labs and lectures.</p>	<p>Dates: Fall term September 1 – December 31, 2017</p> <p>Hours: 1 HCE (up to a maximum of 230 hours).</p> <p>Salary: In accordance with the CUPE 3902 Unit 3 Collective Agreement as of January 2017, the Sessional Lecturer I rate of pay is \$7,359.07 per HCE, inclusive of vacation pay. The SL II rate is \$7,823.85 per HCE, inclusive of vacation pay. Should rates stipulated in the Collective Agreement vary from rates stated in this posting, the rates stated in the Collective Agreement shall prevail.</p>	<p>Minimum Qualifications include at least a Master's degree in an appropriate discipline (such as, but not limited to, Communication, English, Engineering, Education, Technology Studies) with strong written and oral communication skills, and a demonstrated commitment to teaching communication and demonstrated ability to work as part of a team.</p> <p>Preferred Qualifications include familiarity with engineering communication practices, experience as an instructor in Chemical Engineering, familiarity with the specific needs of CHE, and a strong working relationship with its faculty.</p>	<p>Sessional Lecturer Duties: Communication Instruction under the CHE portfolio with a particular focus on CHE326.</p> <ul style="list-style-type: none"> - Identify gaps in communication instruction for CHE326 - Develop appropriate instruction to resolve these gaps - Meet regularly with course professor - Provide training to teaching assistants - Advise on assessment when required - Provide feedback on lab report presentations - Consult with students (individually and in groups) 	<p>Applicants should submit:</p> <ul style="list-style-type: none"> • an application letter • curriculum vitae including the names of three referees • a short writing sample • a Unit 3 application form, available online at http://forms.hrandequity.utoronto.ca/ <p>A valid email address is required.</p> <p>Application letters should be addressed to: Deborah Tihanyi, Director Engineering Communication Program 35 St. George Street Toronto, ON M5S 1A4</p> <p>We prefer that applications be submitted by email to: ecp@ecf.utoronto.ca</p> <p><i>Please include only one (1) Unit 3 application, listing all courses you are applying for. Do not send separate applications for each course.</i></p>	<p>MAY 21, 2017</p>

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<p>CHE430Y1 F: Plant Design</p> <p>Position: Sessional Lecturer</p> <p>Course description: Students work in teams to design plants for the chemical and process industries and examine their economic viability. Lectures concern the details of process equipment and design.</p>	<p>Number of Positions (est.): One (1) position.</p> <p>Estimated Enrolment: Approximately 100 students.</p> <p>TA Support: TA consultation will be available from partner engineering courses as required.</p> <p>Class Schedule: In CHE430 students attend 1 two-hour lecture and 2 three-hour tutorials per week. The final schedule is to be confirmed.</p>	<p>Dates: Fall term September 1 – December 31, 2017</p> <p>Hours: 1 HCE (up to a maximum of 230 hours).</p> <p>Salary: In accordance with the CUPE 3902 Unit 3 Collective Agreement as of January 2017, the Sessional Lecturer I rate of pay is \$7,359.07 per HCE, inclusive of vacation pay. The SL II rate is \$7,823.85 per HCE, inclusive of vacation pay. Should rates stipulated in the Collective Agreement vary from rates stated in this posting, the rates stated in the Collective Agreement shall prevail.</p>	<p>Minimum Qualifications include at least a Master's degree in an appropriate discipline (such as, but not limited to, Communication, English, Engineering, Education, Technology Studies) with strong written and oral communication skills, a demonstrated commitment to teaching communication and demonstrated ability to work as part of a team.</p> <p>Preferred Qualifications include a familiarity with engineering communication practices, experience as an instructor in Chemical Engineering, familiarity with the specific needs of CHE, and a strong working relationship with its faculty.</p>	<p>Duties: Communication Instruction under the CHE portfolio with a particular focus on CHE430.</p> <ul style="list-style-type: none"> - Identify gaps in communication instruction for CHE430 - Develop appropriate instruction to resolve these gaps - Meet regularly with course professor and other members of the teaching team - Provide TA training related to communication instruction - Provide feedback on plant design reports and presentations at various stages - Advise on assessment when required - Consult with students (individually and in groups) 	<p>Applicants should submit:</p> <ul style="list-style-type: none"> • an application letter • curriculum vitae including the names of three referees • a short writing sample • a Unit 3 application form, available online at http://forms.hrandequity.utoronto.ca/ <p>A valid email address is required.</p> <p>Application letters should be addressed to: Deborah Tihanyi, Director Engineering Communication Program 35 St. George Street Toronto, ON M5S 1A4</p> <p>We prefer that applications be submitted by email to: ecp@ecf.utoronto.ca</p> <p><i>Please include only one (1) Unit 3 application, listing all courses you are applying for. Do not send separate applications for each course.</i></p>	<p>MAY 21, 2017</p>