



## TEACHING ASSISTANT, ARTS 1110 JOB POSTING



Do you have a love for writing and learning? Comfortable sharing your knowledge with groups? Want meaningful work on campus helping students achieve their goals? ARTS 1110: Introduction to University is hiring TA's for Fall 2025 and Winter 2026!

Arts 1110 introduces first-year students to typical university study and writing expectations. As a W designated course (fulfilling the Written English Requirement), Arts 1110 supports student learning and writing through a two-part structure, with a large weekly lecture section taught by an instructor and a smaller weekly writing lab taught by a teaching assistant. Each TA plans and teaches one weekly writing lab with a maximum of 30 students and marks all assignments for those students.

### Job Description

- Work one-to-one with students at any stage of the writing process on a variety of writing-related issues such as focus, thesis statement, organization, coherence, clarity, referencing, and grammar
- Facilitate drop-in sessions and group tutoring appointments
- Guide students as they develop their revising and editing skills
- Provide, recommend, and model effective use of resources related to academic writing
- Provide encouragement and build student confidence and agency in the writing process
- Participate in ongoing writing program initiatives in specific courses
- Register students, make appointments, and complete reports in the ALC's online appointment system
- Prepare instructional/resource materials, such as tip sheets, PowerPoints, and exercises, and present to students in a variety of settings including tutorials, classrooms, group sessions, and online
- Participate in other ALC initiatives (depending on interests, experience, and skills) - such other related duties as may be assigned, e.g., participate in meetings with course instructors, attend lectures, etc.

### Job Requirements / Qualifications

- Must be a UM student in good academic standing, continuing studies in Fall 2025.
- Minimum GPA of 3.0, strong background in essay writing, and completion of at least 45 credit hours at the undergraduate level; note that past academic performance may be a significant factor in selection decisions.
- An empathetic approach to the instructional needs and concerns of students
- Demonstrated interpersonal and communication skills to support students with differing levels of experience, ability, and confidence with academic writing (patience, ability to provide clear explanations, demonstrated ability to work effectively with others)
- Demonstrated ability to work effectively with students of diverse educational, age, racial, ethnic, and cultural backgrounds
- Experience, knowledge and/or understanding of Indigenous cultures and histories considered an asset; Indigenous students are strongly encouraged to apply.
- Both undergraduate and graduate students are encouraged to apply
- Work schedule: 0-20 hours weekly

### Competencies / Outcomes

- **Communication:** attentive listening, written communication, verbal communication
- **Cognitive Skills:** critical thinking, problem solving, decision making, metacognition
- **Social Responsibility:** inclusion and access
- **Leadership Practices:** cultivating safety, trust, and collaboration; coaching, mentoring, and advising
- **Self-Leadership:** Initiative, adaptability, time management and prioritization

[Learn more about UM Competencies >](#)

### Possibility for extension

While not a requirement or guarantee, there may be opportunity for Fall term incumbents to continue through the end of April 2026.

### Does this sound like you? Interested in applying?

Learn more online and send expressions of interest to the Academic Learning Centre.

### CONTACT INFORMATION

Program Assistant, ARTS 1110

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[umanitoba.ca/university-1/arts-1110-introduction-university](http://umanitoba.ca/university-1/arts-1110-introduction-university)

**\$21.29\***  
starting hourly  
salary

**up to 20**  
positions  
available

**Aug. 21**  
anticipated  
start date



\*undergraduate employee rate  
before Sept 1 pay increase