Position Description:

This Teaching Position (TA) position is 25% time for winter 2016.

Although responsibilities can be adjusted based on the skill base of applicant, major responsibilities include:

1) Post course materials on CLE
2) Assist with scheduling classrooms and speakers
3) Assist in preparing materials for class, i.e. case studies
4) Respond to student inquiries via CLE several times a week or triage to faculty
5) Assist students with difficulties using CLE
6) Assist faculty to develop and grade assignments, and enter grades on CLE
7) Facilitate small groups in class and online
8) Assist with analyzing student homework to make adjustments to future assignments
8) Other responsibilities as appropriate.

Required Qualifications:
Doctoral or 2nd yr. MS nursing student
Experience with accessing and using CLE Database (e.g. Microsoft Excel) management experience
Proficient writer
Completion of Communications, Leadership or Theory course

UCSF is an equal opportunity employer:
... “The University of California renews its commitment to the full realization of its historic promise to recognize and nurture merit, talent, and achievement by supporting diversity and equal opportunity in its education, services, and administration, as well as research and creative activity. The University particularly acknowledges the acute need to remove barriers to the recruitment, retention, and advancement of talented students, faculty, and staff from historically excluded populations who are currently underrepresented.”