The following Sessional Instructional Assistant positions the Fall 2023 academic session are currently available. For course description, and schedule of classes, tutorial/practical sessions, see the University of Toronto, Timetable Builder at: https://ttb.utoronto.ca/.

Faculty/Division: University of Toronto Mississauga. Session: Fall 2023 (F).

Department: Institute of Communication, Culture, Information & Technology.

The ICCIT invites applications from qualified candidates who are not current University of Toronto students.

Appointment dates are September to December 2023 for ‘F’ courses.

Qualifications (unless specified): Must have completed formal education/experience specific to the subject area. Must be familiar with Quercus. Demonstrated teaching excellence and advanced technological skills are required. For marking positions, candidates must be able to work well under time constraints and meet deadlines.

Duties: (unless specified as marking positions may include but are not limited to one or more of the following): Conducting in-person tutorials and maintaining scheduled office hours, students e-mail contact, grading, invigilating, and clerical duties. The mode of instruction for the courses is in-person.

How to Apply:
A separate application package is required for each course. The package for each course must include a single file in PDF format, containing the following:
1. Completed CUPE 3902 Unit 3 application form available here: https://www.utm.utoronto.ca/iccit/media/537/download?inline
2. Cover Letter,
3. Resume.

Please send your application package to: Director, Institute of Communication, Culture, Information, and Technology at: ccitjobs@utoronto.ca.

Notices and job ads are located on:
1. ICCIT website: https://www.utm.utoronto.ca/iccit/employment-opportunities/work-us
2. University of Toronto – CUPE3902 (Unit 3) Emergency Posting Opportunities: https://jobs.utoronto.ca/job/Mississauga-ICCIT-Fall-2023-Sessional-Instructional-Assistant-Positions-ON/572886817/
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Estimate course enrolment</th>
<th>Approximate size of appointment(s)</th>
<th>Estimate number of positions available</th>
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</thead>
<tbody>
<tr>
<td>CCT109H5F</td>
<td>Contemporary Communication Technologies</td>
<td>800</td>
<td>105-210 hours</td>
<td>10-17</td>
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<tr>
<td>CCT112H5F</td>
<td>Foundations of Management</td>
<td>220</td>
<td>95 hours</td>
<td>6</td>
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<tr>
<td>CCT203H5F</td>
<td>Business Research Methods</td>
<td>70</td>
<td>30-50 hours</td>
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<tr>
<td>CCT208H5F</td>
<td>Communications Research Methods</td>
<td>350</td>
<td>50-70 hours</td>
<td>7-10</td>
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<tr>
<td>CCT210H5F</td>
<td>Signs, Referents, and Meaning</td>
<td>160</td>
<td>60-125 hours</td>
<td>2-4</td>
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<tr>
<td>CCT218H5F</td>
<td>Foundations of Media and Technology Studies</td>
<td>320</td>
<td>48-80 hours</td>
<td>6-8</td>
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<tr>
<td>CCT225H5F</td>
<td>Information Systems</td>
<td>90</td>
<td>45-60 hours</td>
<td>2-3</td>
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<tr>
<td>CCT250H5F</td>
<td>Technology and Creative Expression</td>
<td>48</td>
<td>68 hours</td>
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<td></td>
<td>Additional qualifications: Familiarity with Adobe</td>
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<td>Photoshop and Illustrator are required. Ability to</td>
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<td>quickly learn technological tools and lead a</td>
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<td>practical would be an asset.</td>
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<tr>
<td>CCT260H5F</td>
<td>Web Development &amp; Design I</td>
<td>135</td>
<td>70-140 hours</td>
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<td>Additional Qualifications: HTML/CSS is essential;</td>
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<td>Professional working experience with front-end</td>
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<td>web interface development and design using current</td>
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<td>standards and techniques with JavaScript coding</td>
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<td>and frameworks are required; Understanding of</td>
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<td>accessibility standards, inclusive design, and</td>
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<td>responsive development; Strong command of</td>
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<td>interface design software and applications</td>
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<td>including Adobe CC; Working knowledge of</td>
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<td>front-end deployments as related to Content</td>
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Understand open development frameworks, prototyping and wireframing technologies.

**CCT261H5F Speculative Design I**
- Estimate course enrolment: 142
- Approximate size of appointment(s): 80-100 hours
- Estimate number of positions available: 2-3
- Additional qualifications: Must have UX design knowledge and experience with prototyping software; Familiarity with information architecture & web design would be beneficial.

**CCT285H5F Immersive Environment Design**
- Estimate course enrolment: 40
- Approximate size of appointment(s): 65 hours
- Estimate number of positions available: 1
- Additional Qualifications: Working knowledge of 3D computer graphics applications (Maya) and video game engine applications (Unity); Must be comfortable instructing and troubleshooting student projects in these programs. Experience in building 3d worlds.

**CCT302H5F Developing and Managing Communication Campaigns and Projects**
- Estimate course enrolment: 75
- Approximate size of appointment(s): 40-70 hours
- Estimate number of positions available: 1-2
- Marking position

**CCT303H5F Communicating In and Between Organizations**
- Estimate course enrolment: 120
- Approximate size of appointment(s): 55-105 hours
- Estimate number of positions available: 1-2
- Marking position

**CCT304H5F Visual Communication and Digital Environments**
- Estimate course enrolment: 40
- Approximate size of appointment(s): 50-60 hours
- Estimate number of positions available: 1

**CCT308H5F Advanced Research Methodologies**
- Estimate course enrolment: 40
- Approximate size of appointment(s): 35-40 hours
- Estimate number of positions available: 1

**CCT353H5F Digital Media: Video**
- Estimate course enrolment: 35
- Approximate size of appointment(s): 60 hours
- Estimate number of positions available: 1

**CCT356H5F Online Advertising and Marketing**
- Estimate course enrolment: 80
- Approximate size of appointment(s): 30-60 hours
- Estimate number of positions available: 2-3
- Marking position

**CCT360H5F Web Development and Design II**
Estimate course enrolment: 90
Approximate size of appointment(s): 80-180 hours
Estimate number of positions available: 1-2

CCT381H5F Media Audiences
Estimate course enrolment: 40
Approximate size of appointment(s): 38 hours
Estimate number of positions available: 1
Marking position

CCT382H5F Prototyping Digital Games
Estimate course enrolment: 35
Approximate size of appointment(s): 60 hours
Estimate number of positions available: 1

CCT461H5F Speculative Design III
Estimate course enrolment: 150
Approximate size of appointment(s): 70 hours
Estimate number of positions available: 4

CCT476H5F Foundations of Operations Management
Estimate course enrolment: 60
Approximate size of appointment(s): 58 hours
Estimate number of positions available: 1

MGD426HF Enterprise Risk Management
Estimate course enrolment: 50
Approximate size of appointment(s): 45 hours
Estimate number of positions available: 1
Marking position

Note:
Final availability of position is contingent upon final course determinations, enrolment, and budgetary considerations.

The rate of pay for a Sessional Instructional Assistant (SIA) is $50.74 per hour plus vacation pay in accordance with CUPE 3902, Unit 3 Collective Agreement. The Director of the Communication, Culture, Information and Technology shall make any, and all offers of employment on behalf of the Department at UTM. No other offers or notices of the outcome of applications are authorized by the Department.

** Closing Date: 05/10/2023, 11:59PM EDT

This job is posted in accordance with the CUPE 3902 Unit 3 Collective Agreement.

It is understood that some announcements of vacancies are tentative, pending final course determinations and enrolment. Should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail.
Preference in hiring is given to qualified individuals advanced to the rank of Sessional Lecturer II or Sessional Lecturer III in accordance with Article 14:12 of the CUPE 3902 Unit 3 collective agreement.

Please note: Undergraduate or graduate students and postdoctoral fellows of the University of Toronto are covered by the CUPE 3902 Unit 1 collective agreement rather than the Unit 3 collective agreement, and should not apply for positions posted under the Unit 3 collective agreement.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.

Diversity Statement

The University of Toronto embraces Diversity and is building a culture of belonging that increases our capacity to effectively address and serve the interests of our global community. We strongly encourage applications from Indigenous Peoples, Black and racialized persons, women, persons with disabilities, and people of diverse sexual and gender identities. We value applicants who have demonstrated a commitment to equity, diversity and inclusion and recognize that diverse perspectives, experiences, and expertise are essential to strengthening our academic mission.

As part of your application, you will be asked to complete a brief Diversity Survey. This survey is voluntary. Any information directly related to you is confidential and cannot be accessed by search committees or human resources staff. Results will be aggregated for institutional planning purposes. For more information, please see http://uoft.me/UP.

Accessibility Statement

The University strives to be an equitable and inclusive community, and proactively seeks to increase diversity among its community members. Our values regarding equity and diversity are linked with our unwavering commitment to excellence in the pursuit of our academic mission.

The University is committed to the principles of the Accessibility for Ontarians with Disabilities Act (AODA). As such, we strive to make our recruitment, assessment and selection processes as accessible as possible and provide accommodations as required for applicants with disabilities.

If you require any accommodations at any point during the application and hiring process, please contact uoft.careers@utoronto.ca.