

**JOB POSTING: COURSE INSTRUCTOR POSITION**

**Posted on February 13, 2025**

The German Studies program seeks **1 Course Instructor for each term** for the following course

**GER100Y1, LEC0101– INTRODUCTION TO GERMAN (Online)**

**1st Term: May 1, 2025 to June 30, 2025**

**2nd Term: July 1, 2025 to August 31, 2025**

**GER100Y1Y L0101: INTRODUCTION TO GERMAN**

Lectures on **Monday, Tuesday, Wednesday and Thursday 10:00 a.m. - 12:00 p.m.**

See departmental website for course description at:

<http://german.utoronto.ca/undergraduate-programs/undergraduate-courses/>

The delivery method for this course is currently **Online – Synchronous**.

**QUALIFICATIONS**

Minimum qualifications include near native fluency in German & previous experience in teaching related German language courses without supervision. Preference will be given to candidates with relevant training in digital pedagogy and online learning platforms and with past experience in teaching German language courses, as well as proven excellence in communication and cooperation skills.

**Relevant Criterion**

Past teaching experience is the more relevant criterion than the need to acquire experience in respect of this posted position.

**DUTIES INCLUDE**

Course preparation / Facilitating online learning sessions for 8 hours per week /  
Providing virtual office hours for academic counselling of students (2 hours per week) /  
Attending pre-term instructor meeting before class starts / Attending coordination meetings & regularly corresponding with coordinator / Designing tests and exams /  
Invigilating tests & exams / Grading assignments, tests & exams.

**ESTIMATED TA SUPPORT:**

N/A

**ESTIMATED COURSE ENROLMENT:**

30 students

**RATE OF PAY:**

\$9,276.01/term/pro-rated (excluding vacation pay)

## APPLICATION PROCESS

Applicants must submit a cover letter, updated C.V. (including previous teaching evaluations, if applicable), and one letter of reference by **February 20, 2025**. **Your application must specify the term to which you are applying.** Applications should be sent electronically to:

Fan Jia, Undergraduate Administrator & Communications Officer  
Department of Germanic Languages and Literatures  
University of Toronto  
E-mail: [german.undergradadmin@utoronto.ca](mailto:german.undergradadmin@utoronto.ca)

If during the application and/or selection process you require accommodation due to a disability, please contact [german.undergradadmin@utoronto.ca](mailto:german.undergradadmin@utoronto.ca)

*University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ2S+ persons, and others who may contribute to the further diversification of ideas.*

- Candidates who are members of Indigenous, Black, racialized and LGBTQ2S+ communities, persons with disabilities, and other equity seeking groups are encouraged to apply, and their lived experience shall be taken into consideration as applicable to the position.*
- 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](mailto:uoft.careers@utoronto.ca). During employment, to request accommodation from the University, contact the supervisor or department chair and/or Health & Wellbeing Programs & Services at [hwb@utoronto.ca](mailto:hwb@utoronto.ca). For more information about accommodations at U of T, please visit our Accommodation webpage.*
- Duties of this position shall be performed at the campus on which the position is located. Where the duties are intended to be performed at another location, such other location will be specified in the posting.*
- "The hiring Criteria for Teaching Assistant positions are academic qualifications, the need to acquire experience, previous experience and previous satisfactory employment under the provisions of this Collective Agreement." OR "The hiring criteria for Course Instructors positions are academic qualifications, the need to acquire experience, previous teaching experience and previous satisfactory employment under the provisions of this Collective Agreement." (as applicable)*
- This job is posted in accordance with the CUPE 3902 Unit 1 Collective Agreement.*
- Positions posted here are open to Graduate Students in the School of Graduate Studies, Postdoctoral Fellows and Undergraduate Students in the University of Toronto.*

*"Please note that should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail."*