**Further Particulars**

**UCIL Graduate Teaching Assistant opportunities for Semester 2 2022/2023**

**Background to UCIL**

UCIL provides a University-wide platform for delivery of interdisciplinary teaching and learning opportunities to all undergraduates. At the heart of UCIL are units that truly bridge disciplines, with many focused on big issues and societal challenges that can only be addressed by interdisciplinary approaches - for example, the digital revolution, globalisation and climate change.

**UCIL GTA Person Specification**

**Essential**

* Registered as a current PhD student or have recently completed a PHD at the University of Manchester. (Note: You need to have access to the university’s IT networks to tutor on these courses)
* *Either* possession of a University of Manchester postgraduate teaching certificate or equivalent, *or* an undertaking to obtain this upon appointment
* A clear interest in (and some general knowledge of) the concepts underpinning the UCIL units you are applying for
* Excellent ability to communicate in English, both orally and in writing

**Desirable**

* University teaching experience at undergraduate level
* Experience of, or interest in, online tutoring
* Ability to lead group activities
* Good presentation, communication and analytical skills
* An understanding of the issues affecting undergraduates
* A willingness and ability to acquire knowledge and understanding of the University teaching quality standards, including examinations standards and procedures
* Adaptable and flexible approach to work, with the ability to think outside the box

[Understanding China's Rise in a Globalising World](https://www.college.manchester.ac.uk/units/?year=2022&semester=2&course=455)

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| **Teaching method**  | Online asynchronous  |
| **Hours per week**  | On average 5 hours a week, over 18 weeks (semester 2, 2022-23) |
| **Specific requirements**  | Applications are welcome from any discipline. An interest in contemporary China is essential. Some knowledge in one of the following is desirable but not essential: Chinese politics, economics, society, history, or culture.  |
| **Overview of GTA responsibilities**  | Understanding the Rise of China in a Globalising World is a fully online asynchronous unit made of 10 modules/weeks. It will run in semester 2. A GTA will be in charge of at least one group of appr. 20 students.  GTAs are required to: * Work through the online learning modules and the orientation content available on the Blackboard space of the unit
* Attend assessment training and moderating meetings as necessary.
* Facilitate and moderate discussion in virtual seminar groups of around 20 students via Blackboard discussion groups, some of which will contribute to the students’ assessment.
* Set up discussion threads for assessed discussion tasks
* Act as the initial point of contact for students taking the unit.
* Provide guidance and feedback on written assignment ideas.
* Mark End of Module Assessment (e.g. posts in assessed discussions) and students’ assignments submitted on Turnitin, and provide feedback.
* Offer an hour a week online general drop-in support for your group.

 An introductory briefing will be provided prior to the start of the unit. Assessment training will take place well in advance of submission deadlines.  There may be opportunities to contribute to future course development in a manner useful for your teaching development (e.g. for Higher Education Academy application, Continuous Professional Development, etc.).  You can find more information about the unit here: https://www.college.manchester.ac.uk/units/?year=2022&semester=2&course=455  |

[Leadership in Action Online](https://www.college.manchester.ac.uk/units/?year=2022&semester=2&course=443)

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| **Teaching method**  | Mix of online and face-to-face unit (20 credits), or completely online unit (10 credits)  |
| **Hours per week**  | On average 5 hours a week, over 18 weeks (semester 2, 2022-23) |
| **Specific requirements**  | Applications are welcome from any discipline  |
| **Overview of GTA responsibilities**  | There are a number of different versions of Leadership in Action. The Leadership in Action online unit (10 credits) runs in both semesters. The Leadership in Action unit (20 credits) will run in semester 2 only. GTAs on all units are required to: •Work through online learning modules/attend lectures as appropriate. •Attend assessment training and moderating meetings as necessary. •Facilitate discussion in virtual seminar groups of around 25 students via Blackboard discussion groups, some of which will contribute to the students’ assessment. •Act as the initial point of contact for students taking the unit. •Provide guidance and feedback on project/essay ideas. •Assess students’ work, provide feedback, and mark exams. •Offer an hour a week online general drop in support for your group.  Full assessment training and support will be provided prior to the start of the unit. All GTAs are required to attend the assessment training and moderating meetings as necessary. There may be opportunities to contribute to future course development in a manner useful for your teaching development (e.g. for HEA application, CPD, etc.). You can find more information about the unit here: https://www.college.manchester.ac.uk/units/?year=2022&semester=2&course=443 |

To apply, please complete the online form on the UCIL website page. Please note that you can save and edit your application prior to submission. Once submitted, you will not be able to edit your application. You can apply for both units.

The closing date for applications is **Thursday, 15 December 2022 (5pm)**