

CIRTL Graduate Teaching Assistant Position with Center for Teaching and Learning (Summer 2018 – Summer 2019)

The IUPUI Center for Teaching and Learning and the IUPUI Graduate Office invite applications for a Graduate Teaching Assistant who will support the development and delivery of programming connected to IU's affiliation with CIRTL, the Center for the Integration of Research, Teaching, and Learning. CIRTL is a network of 46 universities dedicated to the advancement of undergraduate education in STEM and other disciplines through the professional development of future faculty. IUPUI has developed extensive local programming as part of its membership in the CIRTL Network: <https://cirtl.iupui.edu/>. The Center for Teaching and Learning has also created a Canvas site to manage and track graduate student completion of CIRTL programming at IUPUI: <https://iu.instructure.com/courses/1595690>. Interested candidates should familiarize themselves with both websites prior to applying.

The TA will work closely with the CIRTL leadership in the Graduate Office and the CTL to assist in the planning, development, and facilitation of IUPUI's CIRTL programming in the following ways:

- Co-develop the Teaching-as-Research program for CIRTL at IUPUI.
- Co-develop content for other types of graduate student and postdoc programming, which includes workshops, webinars, learning community meetings, etc.
- Provide organizational support:
 - Design print and web promotional materials for CIRTL and CTL TA development events/programming
 - Update and manage the CIRTL at IUPUI website and Canvas course
 - Manage email correspondences with program participants and other program logistics
- Co-present in CIRTL-related workshops and webinars
- Conduct literature review to locate and evaluate scholarly resources on teaching and learning
- Document the program development and evaluation data
- Perform other related tasks as assigned

Required Qualifications:

- At least one semester of experience as a graduate teaching assistant at IUPUI or other institutions
- Excellent organizational, communication, and research skills
- Genuine interest in faculty and future-faculty professional development in higher education
- Enrolled in a graduate program at IUPUI

Preferred Qualifications:

- Completion of a pedagogy course
- Currently pursuing or interested in STEM education research
- Experience with scholarship of teaching and learning
- Expected graduation date is on or after Spring 2020

Graduate students in STEM-focused disciplines, Liberal Arts, Social Sciences, and especially Education are encouraged to apply. This position will report to the IUPUI Center for Teaching and Learning. Compensation will include health insurance and tuition remission.

Please submit the following application materials to cirtl@iu.edu

- 1) A letter of interest in no less than 300 words clearly indicating your qualifications for the position and why this position will benefit your longer-term career goals,
- 2) A recent CV/Résumé
- 3) Names of three IUPUI references with contact information.

Incomplete applications will not be reviewed. Review of applications will begin June 15th and the successful candidate will begin in July.

Time Commitment: 20 hrs. per wk.

Duration: July 2018 – May 2019