
Call for Sessional Instructors

19 March 2024

The School of Public Administration invites expressions of interest for the sessional teaching opportunities listed below. Courses will be offered during the 2024 summer session (May-August). Appointments will be made under the agreement for union CUPE 4163 Component 3. For information about this union, please visit the website: <https://4163.cupe.ca/>.

General instructional responsibilities include:


- Teaching course content in the format noted: online.
- Consulting with students and being available to them through “office” hours and/ or electronic communication.
- Evaluating student learning, including grading of assignments.
- Working collaboratively with other instructors.
- Developing a working knowledge of instructional technology.
- Confirming the course reading materials based on existing syllabus and content.
- Adhering to relevant copyright laws.
- Maintaining current Human Research Ethics Board approval for course work, if needed.
- Reviewing content in advance of the start of the term, and during the term, to ensure that all links are functional and providing appropriate alternate links when necessary.
- Complying with the provisions of the Freedom of Information and Protection of Privacy Act of BC.
- Engaging with all learners in a manner that supports equity, diversity, inclusion, anti-racism, and decolonisation.

Qualifications: The minimum requirement is a Bachelor’s degree and professional/ applied community experience in a related field; a Master’s degree or PhD is preferred. The salary range for teaching one 1.5 unit course is \$6,732-8,232, depending upon qualifications, for the period.

Procedures: Submit written Expression of Interest and current CV by 11:59 p.m. (Pacific Time) on **Tuesday, April 2, 2024**, via email to: pasession@uvic.ca

If the position remains unfilled after the closing date, this call may be modified for re-posting. Questions about this call should be directed to the email address noted above.

The decision about appointment will be made as early as possible following the competition close. The University reserves the right to fill additional teaching assignments from the pool of applicants for this posting.



Positions are subject to funding and/or enrolment criteria; classes may be cancelled due to low enrolment or lack of funding.

Courses (titles link to Calendar description where possible):

- Undergraduate:
 - ADMN 311 [Introduction to Public Administration](#) – online
 - ADMN 316 [Public Sector Communications](#) – online
 - ADMN 411 [Public Sector Project Management](#) – online

For information on the programs offered through the School of Public Administration, please visit publicadmin.uvic.ca.

Commitment to Employment Equity

UVic is committed to upholding the values of equity, diversity, inclusion and human rights in our living, learning and work environments. We know that diversity underpins excellence, and that we all share responsibility for creating an equitable, diverse and inclusive community. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power.

We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to,

- First Nations, Métis, and Inuit peoples, and all other Indigenous peoples;
- members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin;
- persons with visible and/or invisible (physical and/or mental) disabilities;
- persons who identify as women; and
- persons of marginalized sexual orientations, gender identities, and gender expressions.

We recognize that many of these identities intersect and that therefore, equity, diversity, and inclusion can be complex. We value the contributions that each person brings, and are committed to ensuring full and equal participation for all in our community.

Read our full equity statement here: www.uvic.ca/equitystatement.

We acknowledge and respect the Ləkʷəŋən (Songhees and Esquimalt) Peoples on whose territory the university stands, and the Ləkʷəŋən and W̱SÁNEĆ peoples whose historical relationships with the land continue to this day.