MEMORANDUM

To: CUPE Local 3912
From: Marc Patry, Chairperson, Psychology Department
Re: Winter 2017 teaching opportunity
Date: October 17, 2016

To Whom it May Concern,

In accordance with the Agreement between Saint Mary’s University and CUPE Local 3912, I am notifying you of a teaching opportunity in the Psychology Department at Saint Mary’s University during the Winter 2017 term. In accordance with Schedule A2 of the Collective Agreement stipends per course / section range from $4,572 to $5,783. The available course / section is as follows:

PSYC 1250.2C (Winter term Jan-Apr)   Social Behaviour    Tues/Thurs 4:00-5:15 PM

Instructors holding a current part-time teaching appointment at Saint Mary’s must be deemed qualified to teach the course they are applying to teach.

Individuals who do not hold a current part-time teaching appointment at Saint Mary’s must be appointed prior to receiving a teaching assignment. Those applying for an appointment to teach shall possess a minimum of a Master’s degree in psychology or a closely related discipline; relevant experience and an aptitude for teaching at a post-secondary level; and will have preferably taught the course in question, or a similar course, within the last 3 years.

Applications must be made via email to marc.patry@smu.ca. Complete applications must be received on or before Tuesday, November 1 at 5PM.

Instructors wishing to apply for more than one course / section must send a separate email application for each individual course / section. Instructors applying for more than the maximum number of allowable assignments (the equivalent of 1 full credit course per semester) are welcome to express preferences; however, there is no guarantee of receiving expressed preferences. Instructors should apply only for those courses which they are willing and able to teach.

To apply to teach a course / section, please send the following information in an email message:
1) Course number & section, name of the course, and day/time slot (e.g., PSYC 1200 1A, Introduction to Psychology, MW 1000-1115)
2) Semester in which the course is offered (Fall Term [September-December] or Winter Term [January-April])
3) Summary of previous experience and/or qualifications for teaching the course in question. Applicants who have not previously taught the course should attach a Curriculum Vita and/or other relevant documents.

All of the above information is required. Incomplete applications will not be processed.

Only applications submitted in response to this posting will be considered.

Thank you.

Marc Patry

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