

**DEPARTMENT OF HEALTH SYSTEMS AND POPULATION HEALTH
GRADUATE STUDENT ASSISTANTSHIP
POSITION ANNOUNCEMENT
SUMMER 2023**

Position Title: Teaching Assistant

Course #/Title: HSERV 559: Health Policy and the Public's Health

Supervising Faculty: Molly Firth

Employment Period: June 20, 2023 – August 20, 2023

Hours/FTE: 10 hours/week (25% FTE)

Position Description:

The course introduces students to public policy, allowing students to learn and practice policy analysis skills and writing for policy audiences. The TA will help with breakout discussion groups and assist with grading assignments on a rubric. The TA and the instructor will check in weekly for planning and evaluation purposes. The TA will join the instructor in one required meeting per final project group. The TA will be responsible for reviewing, responding to, and grading discussion board posts in a timely manner. The TA will assist the instructor with the final grading.

Duties and Responsibilities:

- Attend lectures
- Facilitate discussions
- Manage and respond to course related emails
- Maintain records on individual students' assignment completion
- Calculate quarter grades
- Attend instructor TA meetings
- Read and comment on written assignments

Minimum Education Required:

- Current PhD Student

Required Experience, Knowledge, and Skills:

- Prior public policy or policy development course experience

Desired:

- Experience applying a rubric, ability to take initiative and grade on a short timeline.

Eligibility:

- Must be a matriculated student during the employment period stated above
- Must be registered for at least 2 credits during Summer quarter

Salary: This is an Academic Student Employee (ASE) position governed by the [UAW Contract](#) and paid in accordance with the [TA/RA Salary Schedule](#) associated with the student's academic department. Department of Health Services students are paid according to the [Regular Salary Schedules](#).

Tuition: This position does not include a tuition waiver.

Benefits: This is not a benefits eligible position. For details about Graduate Appointee Insurance (GAIP), visit <http://www.washington.edu/admin/hr/benefits/insure/gaip/>.

Note: if a student has two positions that together equal 50% FTE or greater, they will be paid according to the Schedule 1 rate (link to salary schedules above) and receive tuition coverage and benefits.

To Apply: Go to <https://forms.gle/uKWvPaEBFTNzYxym9>, complete the form, and upload the requested materials:

- Resume or CV

Questions can be directed to hrhspop@uw.edu

Deadline: Submit your application materials by **June 6, 2023**.

Acceptance: If offered the position, the candidate must accept within one week.

Notification: Those candidates not hired will be notified via email.

Equal Opportunity Statement for Employment: University of Washington is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, protected veteran or disabled status, or genetic information.

To request disability accommodation in the application process, contact the Disability Services Office at 206-543-6450 / 206-543-6452 (tty) or dso@uw.edu.