



Pharmacology & Toxicology UNIVERSITY OF TORONTO

Job Posting – Course Instructor Position 2017-18 (September-February)

The Department of Pharmacology and Toxicology seeks 1 Course Instructor to course coordinate both of the following courses:

SCS2900-Pharmacology: Principles and Clinical Applications SCS3170-Pharmacology: Fate of Drugs in the Body: Fundamentals

Qualifications required: Extensive theoretical knowledge of molecular and/or clinical pharmacology, with familiarity in pharmacokinetics. A doctorate degree in Pharmacology is required. A high level of reliability, responsibility, independence, maturity and self-reliance are essential and applicants are encouraged to provide concrete evidence of these skills in their applications. Applicants should highlight any previous experience as an educator or teaching assistant. Excellent written language skills and interpersonal skills are desired.

General Duties: Co-Course Coordinator for online courses SCS2900 and SCS3170, which are run parallel and overlap in content. The successful applicant will be responsible for monitoring and responding to questions and requests for clarifications on the Discussion Board of Blackboard (the online portal system used by the University of Toronto) in a timely manner. Other duties include creating quizzes, monitoring the online pharmacology email and may also include marking quizzes, tests and exams. The position requires time management and working with other faculty and teaching assistants. A high level of reliability, responsibility, independence, maturity and self-reliance are essential. The appreciation of the unique nature of an international, online course that extends across numerous time zones is required.

Hours of work: approx. 48 hours (average of 2 hours per week)

Estimated Course Enrolment: 12-20 students for each course

Rate of Pay: \$4,260.65 (30% FTE) (+4% vacation pay)

Final availability of the position is contingent upon enrolment, budgetary consideration and the determination of appointments as governed by the collective agreement.

Application Process

Applicants should submit a cover letter, C.V. (including previous teaching evaluations (if applicable) by **August 28, 2017**. Applications should be sent to:

Elaine Jack, Business Officer
Department of Pharmacology and Toxicology
1 King's College Circle, room 4207
Toronto, Ontario M5S 1A8
E-Mail: elaine.jack@utoronto.ca

This job is posted in accordance with the CUPE 3902 Unit 1 Collective Agreement. The Departmental Hiring Policy is available in the Department office and in the CUPE Local 3902 office.

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from visible minority group members, women, Aboriginal persons, persons with disabilities, members of sexual minority groups, and others who may contribute to the further diversification of ideas.

Posted on August 24, 2017

Note: Although a graduate student's preference as to the campus location of his/her TA appointment will be taken into account, both the initial TA appointment (or CI appointment) and the subsequent appointment obligation related to that appointment may be met through position(s) on any one of the three University of Toronto campuses (UTM, UTSC or St. George) in courses in the same discipline as the initial appointment. TAs will only be assigned to courses in fields in which they are or should be qualified to assist.