



Pharmacology & Toxicology UNIVERSITY OF TORONTO

Posting Date: August 29, 2017

JOB POSTING – SESSIONAL LECTURER

Course Number and Title: PCL397Y0 -Research Abroad in Pharmacology and Toxicology (0.3FCE)
MRS267H- (0.3FTE)-Principles of Pharmacology for Medical Radiation Sciences

Course description:

PCL397Y0: An independent research project in a pharmacology and/or toxicology laboratory in an approved partner university. This international research experience will be supervised by a faculty member at the partner institution and will allow students to develop critical thinking and evaluation skills while applying their knowledge and trouble shooting skills to practical research questions.

MRS267H: Principles of Pharmacology in Medical Radiation Sciences allow students to gain a broad understanding of the principles that govern the fate of drugs in the body (pharmacokinetics) and how they exert their effects (pharmacodynamics). Through online lectures and in-class discussions students will apply and integrate this knowledge to better understand both the clinical uses and limitations of drugs in medical practice today. In class discussions will focus on key applications of drugs commonly used in medical practice.

Estimated course enrolment: 20 for PCL397Y0, 39 for MRS267H

Estimated TA support: None

Schedule: MRS267H: Tuesday 10:30-12:00,
PCL397Y0- no set schedule

Sessional dates: PCL397Y0: September 1, 2017- May 31, 2018
MRS267H: September 1, 2017-December 31, 2017

Salary (0.8FCE): SL1:\$11,774.51; SL1 LT: \$11,997.60; SL2: \$12,518.16; SL3: \$13,096.56

Please note that should rates stipulated in the collective agreement vary from rates stated in this posting, the rates stated in the collective agreement shall prevail.

Qualifications: Extensive theoretical knowledge of molecular and/or clinical pharmacology. 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.

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.

Description of duties:

PCL397Y0 Course Coordination (~60 hours, 0.3 of FCE)

- Communication and liaison with the Center for International Exchange
- Responding to student email regarding PCL397Y requirements
- Reviewing/interviewing applicants, and ranking students for placement abroad
- Writing reference letters for students which require one for their nomination abroad
- Communicating with students and host research supervisors goals and outcomes of course- including Blackboard for students
- managing Blackboard
- maintaining and managing student grades and communication
- Responding to student and faculty queries while students at placement abroad
- Collecting and posting grades for students from host institution supervisors

MRS267H Course Instructor (~ 60 hours) (0.3 FCE)

- Provide tutorials for students (at least 5 hrs tutorial contact time), which requires question development
- Grading tutorial assignments (78) throughout semester
- Invigilating term exam
- Assisting with Blackboard- and student management/communication
- Assisting in the development of quiz and exam questions

TA Coordinator (~ 50 hours/year) (0.2 FCE)

- Teaching Assistant Coordinator
 - Manage Departmental Teaching Assistants listings and hours
 - Organize training for new departmental TAs
 - Assist with the contract and duties allocations forms
 - Manage spreadsheet with TA hours offered and updates

Closing date: September 1, 2017

Application process:

The application should include a CV and the CUPE 3902 Unit 3 application form in PDF or WORD format available at:

<http://www.hrandequity.utoronto.ca/resources/forms.htm>

To Dr. Ruth Ross, Chair, Department of Pharmacology and Toxicology
c/o Ms Elaine Jack, Medical Science Building, 1 King's College Circle, room 4207, Toronto, ON, M5S 1A8, elaine.jack@utoronto.ca

All individuals interested in this position must submit a Curriculum Vitae and the CUPE 3902 Unit 3 application form, available at <http://forms.hrandequity.utoronto.ca/#recruitment> to:

Please note: Undergraduate or graduate students and postdoctoral fellows of the University of Toronto are covered by the CUPE 3902 **Unit 1** collective agreement rather than the Unit 3 collective agreement, and should not apply for positions posted under the Unit 3 collective agreement.

Preference in hiring is given to qualified individuals advanced to the rank of Sessional Lecturer II or Sessional Lecturer III in accordance with Article 14:12.

This job is posted in accordance with the CUPE 3902 Unit 3 Collective Agreement.