

**UNIVERSITY OF TORONTO MISSISSAUGA  
DEPARTMENT OF MANAGEMENT**

**SESSIONAL INSTRUCTIONAL ASSISTANTS – Spring/Summer 2010 Session  
These positions are posted in accordance with the  
CUPE 3902, UNIT 3 Collective Agreement**

The Department of Management has the following Sessional Instructional Assistant positions available for the term and invites applications from suitably qualified candidates. No late applications can be considered.

All posted jobs are subject to the parameters as listed below:

**Posting Date:** March 1, 2010

**Closing Date:** March 28, 2010

**Dates of Appointment:** Appointment periods for F courses run from May to June 2010.

Appointment periods for S courses run from July to August 2010.

**Salary (per 0.5 FCE):** For a Sessional Instructional Assistant, the rate of pay is \$ 38.76/hour + 4% vacation pay (CUPE dues deducted by accounting officer)

**Minimum Estimated Hours of Work:** 0.75 per enrolled student

Sessional Instructional Assistants are required to travel to UofT Mississauga to carry-out duties.

Individuals interested in the SIA positions should apply **no later than March 28, 2010 by 5pm.**  
**Only SIAs who have been chosen for a position will be contacted.**

Please submit current Curriculum Vitae (including valid e-mail address) to:

Attn: Course #  
Department of Management  
University of Toronto Mississauga  
Kaneff Centre, Room 207  
3359 Mississauga Road, North  
Mississauga, Ontario L5L 1C6  
Mgt.utm@utoronto.ca

No late applications can be considered. A valid e-mail address is required, and application may be submitted electronically to the e-mail address above. By submitting an application and CV for this position, you will receive email notification of vacancies for Sessional Instructional Assistants within the Department of Management UTM for the next twelve (12) months.

*Posted: March 1, 2010*

## MANAGEMENT COURSES

Course # and Title	Class Time	Anticipated Enrollment	Min. # of Positions	Qualifications	Description of Duties
<p>MGM 101F Intro. to Management Functions L0101</p> <p>This course shows how the principal management disciplines provide analytical tools for understanding organizations and their management, how the disciplines inter-relate and how they underpin the activities of organizations.</p>	<p>Tues. &amp; Thurs., 9-11</p>	<p>300</p>	<p>1 Coordinator</p>	<p>Postgraduate studies; proven administrative skills; student services experience; teaching experience, courseware support competencies. Course administration.</p>	<p>(a) Course administration (b) TA supervision (c) Text/Exam preparation &amp; grading (d) Invigilation (e) Course support services. Student services (f) Blackboard</p>
<p>MGM 102S L0101 Management in a Changing Environment</p> <p>This course introduces you to the environment in which managers operate, and to the managerial role. It explores the Canadian business system, the economic, technological and social trends which are bringing about change in the system, and the basic principles of managing in this environment.</p>	<p>Tues. &amp; Thurs., 10-12</p>	<p>200</p>	<p>1 Coordinator</p>	<p>Postgraduate studies; proven administrative skills; student services experience; teaching experience, courseware support competencies. Course administration.</p>	<p>(a) Course administration (b) TA supervision (c)Text/Exam preparation &amp; grading (b) Invigilation (c) Course support services. Student services (d) Blackboard</p>