The Faculty of Law, Queen’s University, requests applications from suitably qualified individuals interested in an Academic Assistant position for the following course:

**Law 440 – Business Associations**
Business Associations introduces students to the law of for-profit business organizations, focusing principally on corporations, but also on partnerships and limited partnerships. The course is a half year large lecture course, which may include a number of graded forms of evaluation including participation in online discussion forums, quizzes, mid-term assignments and a final exam.

The course will run in Fall 2021. The deadline to submit final grades for the course is early January 2022.

**Duties**
An Academic Assistant will work closely with the Instructors of two sections of the course to assist with grading, applying a grading rubric provided by the Instructors and providing timely and detailed feedback to students. The Academic Assistant may also be asked to moderate and participate in online discussion forums.

While Queen’s is planning a return to in-person classes for the fall term 2021, the work of the Academic Assistant for this course can be performed remotely.

**Qualifications**
Successful applicants will be expected to have the relevant education (J.D. or equivalent) and have expertise in the field relevant to the course. Preference will be given to candidate with superior legal writing and research skills. Applicants must be comfortable working in a team environment to consistently implement the course objectives. Strong written communication skills are required. Prior teaching or equivalent instructional experience will be considered.
Application Procedure
Applications should include a complete and current curriculum vitae, a statement of interest and relevant experience, the names and contact details of two referees who may be contacted, and any other relevant materials the candidate wishes to submit for consideration.

Please send applications and supporting documentation by email to:

Miranda Gavidia, Human Resources and Staffing Officer
Email: lawpositions@queensu.ca

The University will provide support in its recruitment processes to applicants with disabilities, including accommodation that takes into account an applicant’s accessibility needs. If you require accommodation during the application process, please contact Miranda Gavidia.

For additional details and information on the position and to submit applications, please contact:

Miranda Gavidia, Human Resources and Staffing Officer
128 Union Street
Kingston ON K7L 3N6
lawpositions@queensu.ca; (613) 533-6000 ext. 74256

Academic Assistants (AAs) at Queen’s University are governed by the Collective Agreement between Queen’s University and United Steelworkers of Canada, specifically USW Local 2010 Unit 01, valid from September 1, 2016 to August 31, 2020. The Collective Agreement can be found at: http://www.queensu.ca/humanresources/employee-tools/unions-and-associations