Teaching Assistant Position
Spring/Summer

Posting date: February 27, 2020
Closing date: March 13, 2020

The Faculty of Law, Queen’s University, requests applications from suitably qualified graduate students (MBA preferred) interested in a teaching assistant position for the following online courses:

**LSM 810 Financial Literacy for Lawyers (Online)**
This course introduces concepts of financial literacy to equip students and legal professionals for successful interactions with business clients and legal practice management. The course is not intended to make students into tax or accounting professionals. It focuses on basic financial accounting techniques, construction and understanding of financial statements, financial statement analysis tools, valuation of assets, tax implications of different legal services delivery mechanisms, and financial accounting and management issues as they relate to professional services firms.

**Qualifications**
Successful applicants will be expected to have the relevant education (enrolled in or completed a graduate level degree) and have expertise in the field relevant to the course. Preference will be given to candidates with superior writing skills, and excellent interpersonal skills include a demonstrated ability to successfully mentor entrepreneurial and innovation skills development in law students and junior lawyers. Applicants must be comfortable working in a team environment to consistently implement the course objectives. The ability to connect the learning objectives of the course to relevant practical experience is also required.

Candidates must be prepared to work outside the regular 9-5 work week, and have access to the internet and a computer that meets minimum requirements. Experience with learning management systems (e.g. OnQ) and video-conferencing software (e.g. Zoom) would be an asset.

**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 address applications 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, please contact:

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

Graduate Teachings Assistants and Teaching Fellows at Queen's University are governed by the Collective Agreement for Teaching Assistants and Teaching Fellows between PSAC Local 901 and Queen's University. Remuneration will be in accordance with the Collective Agreement. Appointments are subject to enrolment figures and budgetary approval.