

**Job Title:** Teaching Assistant, Epidemiology 220

**Department:** Epidemiology  
**Date Available:** Winter Quarter 2025; 12/16/24-3/15/25

**Application Deadline:**

The ASE contract stipulates that open-hire positions be posted for a minimum of 1 week. Following that guideline, please apply no later than **October 18, 2024 at 5pm**.

**General Duties/Description:** See attached job description.

**Requirements:** Master's degree in epidemiology or related discipline and familiarity with infectious diseases, including sexually transmitted infections (STIs).

**Salary:** Salary and benefits are competitive. Salary is commensurate with academic standing, qualifications, and experience.

**How to Apply:** Via MS Form: <https://forms.office.com/r/pXDkt0XKS1> (Contact [epihr@uw.edu](mailto:epihr@uw.edu) with access issues)

**Application inquiries may be made with:** Dr. Simon Sandh at [ss11641@uw.edu](mailto:ss11641@uw.edu)

**Notes:**

This job classification is governed by a negotiated labor contract and is subject to union shop provisions. For more information about union shop provisions, visit:

<http://www.washington.edu/admin/hr/jobs/apl/union-info.html>

[The University of Washington is an equal opportunity, affirmative action employer.](#) To request disability accommodation in the application process, contact the Disability Services Office at 206.543.6450 / 206.543.6452 (tty) or [dso@u.washington.edu](mailto:dso@u.washington.edu).

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## Teaching Assistant Job Description

<b>TA Name:</b>	TBD
<b>Appointment Period:</b>	Winter '25 12/16/24-3/15/25
<b>Course Name:</b>	EPI 220 Sexually Transmitted Infections: Causes and Consequences
<b>Appointment FTE:</b>	50% FTE
<b>Currently Scheduled Course Meeting Times:</b>	Tuesday and Thursday 3:00 PM – 4:20 PM Friday 9:30 AM – 10:20 AM Friday 12:30 PM – 1:20 PM
<b>Faculty Supervisor:</b>	Simon Sandh

Check all duties that apply to this individual:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Attend all lectures<br><input checked="" type="checkbox"/> Conduct quiz section meetings<br><input checked="" type="checkbox"/> Facilitate discussions<br><input checked="" type="checkbox"/> Prepare lectures for quiz sections<br><input checked="" type="checkbox"/> Prepare review materials for quiz sections<br><input type="checkbox"/> Hold extra review sessions for exams<br><input type="checkbox"/> Obtain room for review sessions<br><input checked="" type="checkbox"/> Request or acquire necessary equipment<br><input checked="" type="checkbox"/> Hold regular office hours ( <i>2 hours per week, day and time TBD</i> )<br><input checked="" type="checkbox"/> Tutor students<br><input type="checkbox"/> Manage and respond to course-related e-mail<br><input checked="" type="checkbox"/> Prepare web page for course materials<br><input checked="" type="checkbox"/> Maintain (update) webpage for course materials<br><input checked="" type="checkbox"/> Develop and maintain electronic bulletin boards, discussion sites, etc.<br><input checked="" type="checkbox"/> Prepare test questions<br><input checked="" type="checkbox"/> Proctor exams<br><input checked="" type="checkbox"/> Score exams<br><input checked="" type="checkbox"/> Grade written assignments | <input checked="" type="checkbox"/> Prepare course attendance records<br><input checked="" type="checkbox"/> Maintain course attendance records<br><input checked="" type="checkbox"/> Maintain records on individual students' assignment completion<br><input checked="" type="checkbox"/> Calculate quarter grades in collaboration with instructor<br><input checked="" type="checkbox"/> Request student assessments for course<br><input type="checkbox"/> Coordinate with OEA for course evaluations<br><input type="checkbox"/> Prepare lecture materials<br><input checked="" type="checkbox"/> Present lectures (with faculty assistance)<br><input checked="" type="checkbox"/> Prepare presentation materials<br><input checked="" type="checkbox"/> Prepare handout materials<br><input checked="" type="checkbox"/> Review literature<br><input checked="" type="checkbox"/> Place course materials on library reserve<br><input checked="" type="checkbox"/> Attend weekly instructor/TA meetings ( <i>day and time TBD based on TA schedule and course needs</i> )<br><input checked="" type="checkbox"/> Act as liaison/mediator between student and professor<br><input checked="" type="checkbox"/> Be familiar with course textbook<br><input type="checkbox"/> Order textbooks |
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**Other specific duties:** Other course related duties as needed by faculty. TA may develop test questions and/or lectures as desired and appropriate.