



## CUPE 1 - BARGAINING UNIT POSITION

Confirmed by the Office of the Dean: CS

Pending Budgetary Approval: Y

Emergency Posting in accordance with 5.05.03 (iv) of the Collective Agreement:

**Posting Number: 26-0186**

**Posting Date: March 30, 2026**

**Closing Date: April 21, 2026**

**Position Title:** Sessional Faculty

**Department/Program:** School of Education

**Course Number:** UNIV 2001H

**Course Title:** Making the Leap: Foundations for University Success

**Campus Location:** Remote - Peterborough

**Position Start Date:** July 26, 2026

**Position End Date:** August 29, 2026

**Base Stipend or Hourly Rate (Incl. 4% vacation pay)\*:\$ 9282.42**

**Maximum Hours for Hourly Positions:** n/a

**Projected Enrolment:** Min. 20 - Max. 40

\*Individuals with 5 years of continuous service receive 6% vacation pay

### NOTE:

- **This position may be subject to Right of First Refusal.**
- **If you are an enrolled Trent University Graduate student applying for this position, complete the [Trent University Graduate Student Approval Form](#) and submit it with your application.**
- **Class times and locations are subject to change**

### BRIEF DESCRIPTION OF DUTIES:

Presentation and preparation of UNIV 2001H, a bridging program that supports college transfer students as they transition to Trent. This is an interdisciplinary course that introduces science and arts students to different ways of knowing at university and how to think critically about scholarly content. They will acquire practical skills in reading, writing, communicating, and engaging in lectures, labs, and seminars. This course is offered as part of the Bridge Program, which helps prepare students from groups shown to be academically-at risk transition to university. This course has undergone development in the learning management system with design support that will be made accessible to the successful candidate. There is an existing syllabus that will be provided to the successful candidate for guidance. **Duties include:**

- Delivery of all classes from **August 6 to August 25, 2026 inclusive 9am-12pm**, via the Blackboard LMS and Zoom, including synchronous meetings on instructional days, ensuring quality, interactive learning experiences and outcomes; with particular attention to timely and effective online interactions with students, so as to ensure quality learning experiences and outcomes (e.g., discussion boards, Blackboard Collaborate, Voice Thread)

- Availability to participate in an in-person workshop day on Trent Symons Campus on Wednesday, August 12
- The maintenance of reasonable hours for student contact outside of scheduled hours; and collaboration with professional and student staff from the Trent Teaching Commons and Student Affairs affiliated with the Bridge program
- Maintain office hours for student consultation using Skype, Zoom conference or Blackboard Collaborate
- Design, organize and present complete course syllabus in accordance with the calendar description as approved by the Dean, School of Education.
- Facilitate discussion and answer student questions
- Assign and grade student work within the established timeline
- Design and administer assessments, tests and examinations
- Mark and grade student work and calculate all final marks for enrolled students
- Prompt communication with students, Trent Teaching Commons and School of Education
- Provide grade breakdowns (with student info, assignment type, weighting, and grade clearly indicated) to the office by the grade submission deadline
- Retain formal appealable work in accordance with appeals regulations (allowing time for RO to process appeal and forward to dept.), and instructor must have active contact info on file for that period
- Fulfil any other duties associated with managing the course, such as submitting exam copies to CAT if required

#### **QUALIFICATIONS:**

- PhD or equivalent in knowledge and experience as well as undergraduate teaching experience in humanities or social sciences is required. Experience teaching transitional or first year students is an asset. Demonstrated pedagogical experience using active, group and student-centered learning practices required
- Specialized knowledge of the course subject matter as evidenced by research activity and/or prior teaching experience
- Ability to support both science and arts students in developing academic skills essential to their studies.
- Demonstrated evidence of high-quality teaching at the university level
- Strong organizational, administrative, interpersonal and communication skills
- Proficiency and independence using Blackboard Learning Management System to remotely deliver course lectures, workshops, laboratories and tutorials
- Experience using digital learning resources and assessments with students
- The candidate must be familiar with the range of relevant topics and concepts
- Experience in the appropriate application of technology to support instruction, interaction, student self-directed learning, and collaboration

#### **APPLICATION PROCEDURES:**

- Submit Letter of Application, C.V. and names of three referees. A professional portfolio will be required for interviews.
- Please forward application and documentation to: [educationpostings@trentu.ca](mailto:educationpostings@trentu.ca)
- **Curriculum Vitae and past teaching evaluations. Please note: a CUPE member's previous two years of course evaluations may be reviewed by the Chair in relation to this CUPE posting**

The detailed terms and conditions of employment in relation to this position are in accordance with an existing collective agreement between the University and the Canadian Union of Public Employees, Local 3908.

Trent University is actively committed to creating a diverse and inclusive campus community and encourages applications from all qualified candidates. Trent University offers accommodation for applicants with disabilities in its recruitment processes. If you require accommodation during the recruitment process or require an accessible version of a document/publication, please contact [teaching@trentu.ca](mailto:teaching@trentu.ca)

All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.