TEACHING ASSISTANT: ANNOUNCEMENT OF POSITION

The Department of Communication Arts is taking applications from graduate students in other departments to teach Communication Arts 100, Introduction to Speech Composition, during the fall 2024 semester. Applications should include the following materials:

1. Letter of application that summarizes the applicant’s teaching experience and explains his or her background in rhetoric, composition, and/or public speaking.

2. Resumé or curriculum vitae.

3. One letter of recommendation that speaks to the applicant's abilities as a teacher.

4. Teaching portfolio that provides evidence of the applicant’s teaching effectiveness. Such evidence may include—but is not limited to—student comments and quantitative data from student evaluations for previous courses taught by the applicant. Applicants who have taught in other departments at UW-Madison should include material that shows how the applicant’s mean scores on student evaluations compare with the mean scores for other teaching assistants in the same course or department.

Appointments will be at the 50-percent FTE level and will entail teaching two sections of Communication Arts 100.

**As a condition of employment, anyone who accepts a position in Comm Arts 100 must be available for morning and afternoon training sessions Wednesday, August 21-Friday August 23, as well as for weekly in-person staff meetings, which are held from 4-6 pm every Monday during the semester.**

Applications will be accepted any time after April 1 and may be submitted as late as July 15. Positions will be filled beginning May 1, depending on student enrollment and section availability. Send complete applications to CA100 associate course director Dr. Sarah Jedd at sjedd@wisc.edu.

Please Note: Your letter writer can email a letter directly to [sjedd@wisc.edu](mailto:sjedd@wisc.edu), but the rest of your application materials should arrive together.