Graduate Teaching Assistants: Master of Public Health (MPH) program

**General Information:**

Graduate Teaching Assistant’s (TA) for the MPH program will assist MPH faculty to deliver public health courses. There are three TA positions open and include the following course combinations:

1. TA position 1: MICR 474/674, MPH 735, MPH 736, MPH 720 (Distance students eligible)
2. TA position 2: MPH 704, MPH 731, MPH 751, MPH 794 (Must be on-campus)
3. TA position 3: MPH 741, MPH 765, MPH 771, HNES 725 (Distance students eligible)

**Responsibilities:**

Assist with course delivery

* Assist faculty during class as needed
* Upload documents, materials, and grades to Blackboard
* Assist with course development and course delivery
* Assist with interactive technology systems
* Participate in trainings as applicable
* Other duties as assigned

**Qualifications:**

* Must have completed all the MPH courses listed or courses will not be taken as proven by submitted plan of study
* Must be admitted to the MPH program at NDSU
* Must maintain a minimum of 3.0 GPA for duration of the appointment
* Ability to work with a diverse group of people
* Strong oral, written, and interpersonal communication skills in the English language
* Proficient in computer skills and document preparation (e.g. Microsoft Office and Blackboard)
* Attention to detail; ability to work independently and carry out tasks to completion and maintain confidentiality

**Terms of Employment:** Appointment requires an average of 10 hours per week with flexible scheduling; must be available when classes are scheduled. Appointment begins August 16, 2016 and ends May 12, 2017.

**Stipend:** $6,000 for a 9-month appointment. Student is responsible for fees and books; assistantship comes with a base tuition-waiver.

**Application Materials:** Cover letter, resume, and copy of completed plan of study

**Submit application materials to:** Stefanie.meyer@ndsu.edu by May 20, 2016.

Please only send one cover letter and application materials specifying which of the TA position(s) you are interested.