

AMERICAN INDIAN STUDIES

UNIVERSITY of WASHINGTON

GRADUATE ASSISTANTSHIP APPLICATION for the 2020-21 academic year

New application ☐

Reappointment ☐ Date of first appointment _____

Application deadline: February 14, 2020
email to: maf@uw.edu

1. Name: _____
(Last) (First) (MI)

2. Mailing address _____ Daytime phone _____
City _____ State/ZIP _____ Alternate phone _____

3. Permanent address _____ Daytime phone _____

4. Email: _____ Student # _____

5. Your Graduate Department: _____

6. Requesting support for: Academic year, 20__ – 20__ Quarter: Fall __ Winter __ Spring __

7. Academic quarter of admission to the graduate program: Fall Winter Spring Summer 20__

8. Field of graduate study: _____

9. Graduate degree sought: Currently seeking _____ Highest degree sought _____

10. Academic background (undergraduate, post baccalaureate, and graduate):

Institution	Dates	Major subject	Minor subject	Degrees & Dates Earned

INSTRUCTIONS: Please send: (1) completed application form; (2) cover letter stating your teaching philosophy and educational objectives, and; (3) one to three current letters of recommendation to the Department of American Indian Studies, Box 354305, or electronic copies to maf@uw.edu.

If you are seeking reappointment in an existing position, please complete items 1-8, provide any new information, sign and date this form.

To be considered for an appointment in another department or college of the university, you will need to apply directly to that department; contact the appropriate graduate office for information.

11. Citizenship: _____ Type of Visa _____

12. Have you applied for or received a funding commitment for any other special grants or fellowships? Yes No

13. Are you applying for need-based financial support through the Financial Aid Office? Yes No

14. Approximate grade-point average: Undergraduate _____
Certification/Certification _____
Graduate (if applicable) _____

15. Honors awarded (scholarships, honorary society membership, etc.) _____

16. Other relevant skills not mentioned elsewhere in this application _____

17. Publications _____

18. Present position or current academic appointment _____

19. **Attach a separate sheet detailing teaching experience and philosophy (especially knowledge and experience dealing with topics in American Indian and Indigenous studies).**

20. **Attach a brief statement of educational and professional objectives.** You may use the goal statement required for your application to the graduate program; you may also choose to incorporate goals you wish to achieve through an assistantship.

21. Request letters of reference from one to three instructors, professors, or professional supervisors familiar with your academic and professional qualifications. References from AIS faculty are particularly helpful.

Signature _____

Date _____

Assistantships ordinarily require 20 hours/week service of teaching or research positions. Assistants are required to register each quarter for no less than nine (9) credits applicable to their advanced degrees. Stipend levels for Graduate Student Service Appointments are published annually, and conditions of service are defined in publications available in the Graduate School.

OTHER SOURCES OF FUNDING:

An information packet referring you to other potential sources of financial aid is available from the Graduate School. Student loans, scholarships, fellowships, and grants require direct application, and most will require you to have previously filed a FAFSA form (available from the Financial Aid Office, (206) 543-6101); mail the completed form by mid-February.

The University of Washington provides equal opportunity in education without regard to race, color, creed, religion, national origin, sex, sexual orientation, age, marital status, disability, or status as a disabled veteran or Vietnam/Gulf war veteran in accordance with University of Washington policy and applicable federal and state statutes and reg

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We are currently accepting applications for Teaching Assistant positions in the Department of American Indian Studies for the 2020-21 academic year.

Position Description: Graduate TA duties and responsibilities may include the following (specific duties and responsibilities will be provided by course instructor):

- Attend lectures
- Conduct quiz section meetings
- Facilitate discussions
- Prepare lectures for quiz sections
- Prepare review materials for quiz sections
- Hold extra review sessions for exams
- Obtain room for review sessions
- Request or acquire necessary equipment
- Hold regular office hours
- Tutor students
- Manage and respond to course-related e-mail
- Prepare webpage for course materials
- Maintain (update) webpage for course materials
- Develop and maintain electronic bulletin boards, discussion sites, etc.
- Prepare assignments
- Grade assignments
- In consultation with Professor prepare test questions
- Proctor exams
- Score exams
- Maintain grading records
- Prepare course attendance records
- Maintain course attendance records
- Calculate quarter grades
- Attend instructor/TA meetings
- Act as liaison/mediator between student and professor
- Prepare lecture materials
- Present lectures
- Prepare overheads
- Prepare handout materials
- Review literature
- Place course materials on library reserve

Requirements: Currently enrolled social science and humanities graduate students with knowledge and experience in American Indian and Indigenous studies, Part-time, 50% position.

SALARY (plus expected 2% increase):

TA -- \$2,388/mo (Premaster)

TA1 -- \$2,567/mo (Intermediate)

TA2 -- \$2,758/mo (Candidate)

HOW TO APPLY: Submit a complete application to TA Selection Committee, Department of American Indian Studies, C-514 Padelford, Box 354305, UW, Seattle, WA 98195-4305, or by email to maf@uw.edu.

Application should include:

- 1) A completed TA application form
- 2) A one-page cover letter that includes teaching experience and philosophy and a brief statement of educational and professional objectives
- 3) One to three current letters of recommendation

Desired: Knowledge in American Indian and Indigenous studies.

Conditions of

Employment: Must be a full-time UW graduate student during the quarter of the appointment.