GRADUATE ASSISTANTSHIPS

General Information
Applications due Friday, March 18, 2016

Assistantship positions are quarter-time (10 hours per week) unless indicated otherwise. Positions are located in Iowa City unless otherwise indicated. Please select a maximum of three positions for which you would like to apply. Note your interest in these positions by listing them in the area provided on the Application Form.

** Due to the uncertainty of state appropriations and departmental budgets at this time, some assistantships may not be filled or delayed in being filled until the positions can be funded.

Assistantships are governed by an agreement reached by the Board of Regents, Status of Iowa and The United Electrical, Radio and Machine Workers of America, Local 986 (COGS). Copies of the collective bargaining agreement are available from the Union and may be viewed from the University web site: [http://www.uiowa.edu/hr/relations/Cogs/cogs.pdf](http://www.uiowa.edu/hr/relations/Cogs/cogs.pdf) or from the Union web site at [http://www.cogs.org](http://www.cogs.org). Information regarding salaries, hours of work, benefits and other terms and conditions of employment for graduate assistant bargaining unit members may be found in the agreement.

TEACHING ASSISTANTSHIPS

Teaching assistants assist faculty with course instruction or teach courses under faculty supervision. Duties may include providing assistance in: conducting library searches, test preparation, grading assignments and/or tests, lecture preparation, coordination of field or volunteer activities, conducting review sessions, and miscellaneous duties as assigned. Some courses require more specific duties and/or qualifications as noted in the following descriptions. All positions require that the teaching assistant be admitted to, and enrolled in, either the MSW or PhD Social Work programs. Applicants who are admitted to the MSW or PhD Social Work programs, but who are not yet enrolled, are encouraged to apply if they meet the criteria specified.

Position #: TA SSW:4193 AY

(Also includes the following sections – SSW:6290, SSW:7292, SSW:7295 & SSW:7296)
Practicum: Undergraduate and Graduate
Faculty Course Supervisor: L. French
Day and Time to Be Arranged
Academic Year Position

Responsibilities:
Assist the Field Director who oversees the Field/Practicum program for BA/MSW programs. Tasks may include correspondence with students and agency personnel, data entry and analysis, information management of student, field instructor, and field placement information. In addition, applicants who have earned the MSW and also have two years post BSW or MSW practice experience, may be expected to conduct practicum coordination visits.

Qualifications if applying to assist:
Student must have graduate (MSW or PhD) Social Work admitted/accepted status, facility with word processing and Excel software, organizational and interpersonal skills, knowledge of Iowa City Coralville, and Cedar Rapids practice settings.

Qualifications if applying to conduct practicum coordination:
MSW and a minimum of 2 years social work practice after MSW degree conferred. Student be admitted/accepted to the Social Work PhD program, demonstrate facility with word processing and Excel software, organizational and interpersonal skills, knowledge of Iowa City Coralville, and Cedar Rapids practice settings.

Position #: TA SSW:1022 AY

Social Justice and Social Welfare in US (Undergraduate)
Faculty Course Supervisors: (2)
Fall Semester E. Saunders Tuesday & Thursday, 9:30-10:45
Spring Semester S. Sanders Tuesday & Thursday, TBA
Academic Year Position – 1 Position
Course Description:
Historical development of social welfare and social justice in the United States; individual values and ethics; role and responsibilities of enhancing society; contemporary practice to address social injustices including poverty, discrimination, various forms of violence; small group discussions and debates of various issues to allow for an exchange of diverse views and perspectives; volunteer work.

Responsibilities if applying to assist:
The teaching assistant will assist with course organization, lecture, discussion groups, evaluate assignments, and meet with students regarding volunteer placements.

Qualifications if applying to assist:
Student must have graduate (MSW or PhD) Social Work admitted/accepted status, strong organizational and interpersonal skills.

Position #: TA SSW:4843 F
Social Welfare Policy and Practice (Undergraduate Section)
Faculty Course Supervisor: A. Butler
Tuesday & Thursday, 9:30-10:45
Fall Semester Position

Course Description:
Framework for analyzing specific social welfare programs, policies, alternatives; special attention to impact of social welfare programs on women, minorities, and international focus.

Responsibilities if applying to instruct:
The teaching assistant will be responsible for lecture, facilitating discussion groups, and evaluating student assignments under the supervision of the lead instructor.

Qualifications if applying to instruct:
MSW and previous teaching experience or completion of SSW:7806 Social Work Teaching Practicum is required.

Responsibilities if applying to assist:
Student must have graduate (MSW or PhD) Social Work admitted/accepted status and have completed the Social Welfare Policy and Practice course with a grade of “A-” or above.

Qualifications if applying to assist:
The teaching assistant will take attendance, evaluate quizzes and assignments, and assist with classroom management.

Position #: TA SSW:3847 F
Discrimination Oppression Diversity (Undergraduate Section)
Faculty Course Supervisor: Motier Haskins
Tuesday & Thursday, 11:30-12:45
Fall Semester Position

Course Description: This course explores theoretical and historical perspectives on racism, sexism, ageism, heterosexism, ableism, and other forms of discrimination. Culturally competent social work practice and strategies for change are examined.

Responsibilities if applying to assist:
The teaching assistant will assist with lecture, discussion groups, ICON management and evaluate assignments.

Qualifications if applying to assist:
Student must have graduate (MSW or PhD) Social Work admitted/accepted status and have completed the Discrimination Oppression Diversity course with a grade of “B” or above.
Position #:  TA SSW:3845 S
Social Work Processes (Undergraduate Course)
Faculty Course Supervisor: TBA
Day and Time to Be Announced
Spring Semester Position

Course Description:
Context of practice examined to understand structural factors that affect clients and communities; culturally competent practice using empowerment perspective.

Responsibilities if applying to instruct:
The teaching assistant will be responsible for lecture, facilitating discussion groups, and evaluating student assignments under the supervision of the lead instructor.

Qualifications if applying to instruct:
MSW and previous teaching experience or completion of SSW:7806 Social Work Teaching Practicum is required.

Responsibilities if applying to assist:
The teaching assistant must have completed SSW:3845 or SSW:6145 and will assist with lecture, discussion groups, and evaluate assignments.

Qualifications if applying to assist:
Student must have graduate (MSW or PhD) Social Work admitted/accepted status and have completed the Social Work Processes or Organization and Community Practice course with a “B” grade or above

Position #:  TA 3844 AAA/0A02 and 0A03 & TA 3844 BBB/0B10 and 0B11
Introduction to Social Work Research (Undergraduate)
Faculty Course Supervisors: Hartley & Conrad-Hiebner
Day/Time: Tuesday, 9:30am to 10:20am, plus 4 one hour lab sessions beginning at 10:30am, 11:30am, 12:30am, and 1:30pm; availability during the Thursday lecture, 9:30am to 11:20am to be negotiated.
Spring Semester Position

Course Description:
Skills appropriate to evaluation of practice, participation in social work research; emphasis on formulating research questions; research design and methodology; sampling techniques; sanctions; data collection; coding and computerized statistical analyses; and presentation of findings. Open only to undergraduate social work students.

Responsibilities:
- The teaching assistant (TA) will instruct all the computer labs on SPSS and lab sessions to assist students with literature review searches.
- The TA will manage the course ICON site and student grade book.
- The TA will grade some of the written course assignments.
- The TA must maintain office hours on at least one class day (Tuesday or Thursday) so as to be reasonably accessible to students in the course.
- If two sections of SSW: 3844 are scheduled, the TA is expected to assist each section instructor 5 hours per week.

Qualifications if applying to assist:
- PhD student accepted into the School of Social Work.
- Knowledge of SPSS statistical software prior to the course beginning, including entering data, transforming data (e.g., recoding) and completing univariate and bivariate analysis.
- Familiarity with University literature search engines and UI library resources.
- Must be available to teach all scheduled Tuesday computer labs and the morning lecture on Tuesdays.

Qualifications if applying to instruct: MSW; and previous teaching experience OR successful completion of SSW:7806 Social Work Teaching Practicum is required.
MSW Research Sequence
Positions is 25% time each semester and the fall semester includes the computer lab.

Position #:  TA  SSW:6148 Research Practice I and SSW 7270: Research Practice II AY

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Academic Year Position

Course description for Both Fall Semester Research Sequence Positions:
Skills appropriate to evaluation of practice and participation in social work research, on formulating research questions, research design and methodology, sampling techniques, protection of human subjects, descriptive statistics and computerized data analysis.

Responsibilities for Both Fall Semester Research Sequence Positions:

**Computer Lab** - Instruct students in use of SPSS software programs in microcomputer lab sessions.

**Research Methods** - The teaching assistant will assist with lectures and provide assistance to student preparing for quizzes, tests, assignments and research projects along with grading assignments.

Qualifications for Both Fall Semester Research Sequence Positions:
Acceptance into the School of Social Work and must have completed research courses at the graduate level. Competence with SPSS statistical software, ability to conduct review seminars of lectures and evaluate assignments. Proficient in the use of personal computers and SPSS software and aptitude for teaching SPSS to students.

Course Description for Both Spring Semester Research Sequence Positions:
Research project relevant to social work practice that builds on knowledge and skills developed in SSW:6148; data analysis, report of results, ethical principles applied to research.

Responsibilities for Both Spring Semester Research Sequence Positions:
The teaching assistant will assist with lectures and provide assistance to students preparing for quizzes, tests, assignments and research projects.

Qualifications for Both Spring Semester Research Sequence Positions:
Acceptance into the School of Social Work and must have completed research course at the graduate level. Knowledge of SPSS statistical software, including entering data, transforming data (e.g., recoding) and completing univariate and bivariate analysis; and ability to conduct review seminars of lectures and evaluate assignments.

Additional Qualifications if applying to instruct: MSW; and previous teaching experience OR completion of 042:306 Social Work Teaching Practicum is required.
Position #: TA ASP:4190
Aging Studies Program
Faculty Course Supervisor: Mercedes Bern-Klug
Academic Year 2016-17

Responsibilities:
This person is responsible for coordinating the Aging Studies Program’s Service Learning experience (coordinate student visits, serve as liaison with settings, lead de-briefing sessions, develop and grade assignments). The Aging Studies Program teaching assistant also assists with the Aging Studies Program’s Internship and serves as internship seminar instructor for undergraduate students (helps students identify internship sites, maintains contact with internship sites, helps students devise learning contract, conducts mid-term site visit, and coordinates the internship seminar). In addition to these core responsibilities, this person will help update the Aging Studies website (we will train you on the software); help manage the Aging Studies Program’s listserv; and assist with administrative work in the Aging Studies Program.

Qualifications:
Required: Graduate student. Must be able to work on-site (in North Hall) for three consecutive hours each week (for example Monday am from 9-noon or Thursday 2-5 pm, each week), which will serve as "office hours" for students. Please do not apply if you cannot be on-site at least three consecutive hours. Good interpersonal skills. Organized. Self-directed. Flexible.

Desired: Has taken at least one course in the Aging Studies Program; has work or volunteer experience with older adults or on projects affecting older adults.