

1 Teaching Assistant for English for Academic Purposes (EAP)

1 geprüfte wissenschaftliche Hilfskraft im Bereich Englisch

60 hours/month, 6 month probation period, semester-long course. Start of employment: October 1, 2018.

University College Freiburg (UCF) promotes and administers unique international and interdisciplinary teaching activities at the University, including the English-language BA programme in Liberal Arts and Sciences (LAS).

UCF is seeking to hire one Teaching Assistant (“geprüfte wissenschaftliche Hilfskraft”) for English language classes within LAS. The successful candidates will be responsible for course design and for the correction of written and oral assignments and assist the Course Coordinator for EAP in the teaching and administration of the curriculum.

Primary responsibilities will include:

- assisting faculty in the preparation, administration, and examination of English courses (e.g. preparation of course materials, maintenance of the online learning platform ILIAS, support in grading papers and exams, etc.).
- teaching (e.g., teaching academic writing to undergraduate, partly native English speaking students based on a set syllabus, participating in group and individual testing of students as required, preparing and marking exams, etc.).

Candidates should:

- at minimum have a BA degree in Applied Linguistics, Linguistics, English Literature or a related field.
- be currently enrolled in an MA or doctoral program in Applied Linguistics, Linguistics, English Literature or a related field.
- have native-speaker level English skills (C2 level).
- be flexible and reliable colleagues.

Applications should include a cover letter, C.V., one letter of recommendation, and evidence of teaching experience. Please send an application as a single PDF to denise.kaltschuetz@ucf.uni-freiburg.de by September 30, 2018. This position is open until filled.

For more information about UCF and LAS, visit <http://www.ucf.uni-freiburg.de>.

For more information about the position, contact Dr. Denise Kaltschuetz by email (denise.kaltschuetz@ucf.uni-freiburg.de).