



CALIFORNIA STATE UNIVERSITY, FULLERTON

College of Natural Science and Mathematics

Department of Mathematics

800 N. State College Blvd., Fullerton, CA 92831 / T 657-278-3631 / F 657-278-3972

Graduate Teaching Associate (TA) Class Code 2354 (Academic Year)

Position

A Teaching Associate (TA) is a CSUF graduate student who is appointed part-time, usually to teach credit-bearing courses. Responsibility for a course will be vested in the TA under the direct supervision of an appropriate faculty member.

Duties may include the following:

- Providing classroom instruction
 - Preparing course materials and administering assignments to students
 - Administering examinations, grading student work and otherwise assessing student performance, and determining course grades
 - Holding scheduled office hours
 - Meeting the expectations of TAs for the specific course, as established by the Department and supervising faculty member
 - Participation in all training and support sessions related to teaching as provided by the Department of Mathematics, including MAED 542*, Teaching Mathematics at the College Level. This course will deepen participants' knowledge of teaching mathematics at the college level
- *Required of new hires only, unless otherwise specified

Qualifications and Hiring Criteria**

- Completion of the requirements for a bachelor's degree
- Currently enrolled in or admitted to the Mathematics Master's degree program. (Students enrolled in credential programs are not eligible for this position.)
- Knowledge of the subject matter of the course(s) to which the individual is assigned
- Ability to relate well to others within the academic environment
- Ability to instruct and evaluate students effectively
- For the initial appointment, evidence of satisfactory achievement in previous academic work (transcripts and/or letters of recommendation)

***Note: Exceptions to the minimum eligibility qualifications may be granted at the sole discretion of the University.*

Classification, Salary and Continued Appointment

Department of Mathematics Graduate Teaching Associates are hired in Range A of Class Code 2354.

For subsequent appointments, the graduate student must be in good standing, as defined by the University and Department, and show evidence of satisfactory progress toward completion of the degree. If previously appointed as a Math TA, the student's performance must have been evaluated as satisfactory, with re-hiring recommended.

Application Procedures

To apply, please contact the Mathematics Department at 657-278-3631 or mathoffice@fullerton.edu.

The Department will solicit information from all previously employed mathematics graduate students as to their requests and preferences for future consecutive semesters following initial employment.

Application Deadline

Application review will take place prior to the fall semester and continue until the positions are filled.