Bio 13L TA Application and Information Sheet 2013

Name: 
E-mail address: 
Student ID # (needed for payroll): 

Biology courses taken/grades: 

Related experience (lab work, tutoring, other TAship*): 

Name of graduate instructor when you took 
Bio 13L: 
Bio 14L: 

* if you’ve previously been a TA here at the Biology dept, name of graduate instructor(s) who you worked with: 

Indicate the day and time you wish to be a TA. Indicate your first choice by writing the number one in the block, and your second choice with a two, and so forth. Put an “X” for the times you absolutely cannot work. 

__ Monday 1:00 - 4:30 
__ Mon. evening 5:30 - 9 

__ Tuesday 1:00 - 4:30 
__ Tues. evening 5:30 - 9 

__ Wednesday 1:00 - 4:30 
__ Wed. evening 5:30 - 9 

__ Thursday 1:00 - 4:30
TO: Bio 13L Lab TA Applicants

FROM: Michael Grossi, Biology Department, Barnum 200A

DATE: April, 2013

SUBJECT: TA Application for Fall 2013 positions

The position of TA for Biology 13L requires an approximately 6 hour time commitment per week. TAs are responsible helping to set up before lab, assisting the graduate laboratory instructor during lab (i.e. answering questions, supervising students, trouble shooting problems occurring in lab), and the dismantling of the lab and cleaning up.

Each TA is assigned to one three hour lab section under the supervision of a graduate instructor. TAs are generally required to report to the lab 1/2 hour before lab to set up, and stay 1/2 hour after lab to help clean up.

In addition, TAs must attend a weekly pre-lab meeting to discuss and run through the next week's lab (approximately 2 hours in duration). Pre-lab meetings will be held on Thursday evenings at 6:00 pm.

There is a stipend paid to TAs.

**Application deadline is Tuesday, April 30th.** Applications should be returned to my mailbox in Dana 120, or, if you’ve downloaded an electronic copy, attached to an email to me (michael.grossi@tufts.edu). Please complete your fall course selection before applying, so that you can be assigned a lab section that does not conflict with your schedule. Also make sure that the Thursday evening prep meeting does not conflict with your classes, because attendance is mandatory.

Decisions will be made within one week of the deadline and applicants will be notified by email. A reminder as to the date of the first lab meeting will be sent via email several weeks before the beginning of classes.

Thanks for your interest in being a Bio 13 Lab TA, and have a great summer.