**University of Northern Iowa**

**Department of Languages and Literatures**

**Position Title:** Graduate Teaching Assistant in Spanish

**Reports to:** Dr. Juan Carlos Castillo, Spanish Language Coordinator

**Terms of employment:**

* For the fall semester: 20 hours per week, beginning August 23, 2021 and ending December 17, 2021. Does not include the week of Thanksgiving Break.
* For the spring semester: 20 hours per week, beginning January 10, 2022 and ending May 6, 2022. Does not include the week of Spring Break.

**Compensation:**

* Full assistantship salary is $5,395 per semester for 2021-22.
* Salary will be prorated on a weekly basis for a late start.
* Graduate Assistants may qualify for in-state tuition and fees.
* Graduate Assistants receive University holidays and do not work during Thanksgiving Break, Spring Break, or the interims between semesters.
* Tuition scholarships are applied for and awarded separately, and are not compensation for assistantship duties. A tuition scholarship covers in-state tuition but not all fees. For those paying out-of-state tuition, a scholarship pays a portion of the tuition costs.
* For more information on the Graduate Assistantship System and procedures: <http://www.grad.uni.edu/assistantships>

**Description:**

Teaching Assistant in Spanish Job Description:

* Three (3) contact hours in classroom teaching Spanish per week
* One (1) office hour in addition to meetings by arrangement with students and meetings and/or workshops with the language coordinator as necessary
* Prepare lessons and activities for classes; grade all students' assignments including exams and reports; design/use integrated performance assessment tasks; use technology in teaching; calculate and submit final grades for course

**Qualifications:**

* Admitted to Graduate Program
* Must be a full time graduate student in the Department of Languages and Literatures at UNI
* Must be enrolled in 9 graduate credits each semester of assistantship
* Maintain a UNI cumulative graduate GPA of at least 3.00. A newly admitted graduate student must have at least a 3.0 GPA for undergraduate or previous graduate work of at least 8 graded credit hours.
* Native or near native fluency in Spanish
* Undergraduate major or equivalent in Spanish or Language Education or related fields with a minimum 3.0 GPA

**Application Process and Deadline:** To apply, email the completed Application Form for Graduate Assistantship (available at <http://www.grad.uni.edu/assistantships>), as an email attachment to admissionsprocessing@uni.edu or to Kris Knebel, Languages and Literatures Graduate Program Secretary at knebel@uni.edu

Applications received by February 1st will receive full consideration.