



## Part Time Learning Skills Instructor Academic Success Centre AUT

Part time, 20 hours week

Contract Dates: September 2 - December 20, 2024 and January 6-August 1, 2025

Classification: Learning Skills Instructor

Salary Range: \$47,039-66,450

### Overview

St.FX, a top-ranking Canadian university, is seeking a part-time writing and learning skills instructor to join the Academic Success Centre team beginning in the 2024 Fall and Winter terms. Evening and weekend hours will be required.

### Responsibilities

- Design and delivery of group programs and workshops for a variety of audiences
- Through workshops and individual appointments, support the academic success of students with respect to their critical and analytical thinking, composition and writing, goal setting, task management, critical reading, note-taking, exam preparation and writing, formatting, referencing and citation, and presentation skills.
- Developmental and evaluative responsibilities and tasks as they pertain to the Learning Skills program curricula and resources
- Attend meetings as required

### Qualifications and Skills

- Bachelor of Arts or Science degree is the minimum requirement
- Master's degree preferred
- Excellent understanding of the writing process, research techniques, conventions of various kinds of academic writing, formatting and citation, and grammar and punctuation
- Strong understanding of the skills required for academic success, including time management, critical thinking and reading, and study strategies
- Ability to work well with others in a cooperative environment and to interact comfortably with students
- Experience using Microsoft Office products

### Application Instructions

**The closing date for applications will be June 1, 2024.** To apply please submit a letter of application and a resume in confidence to **Dr. Mark Leeming, Manager, Academic Success Centre, StFX University** at [mleeming@stfx.ca](mailto:mleeming@stfx.ca). Only those selected for an interview will be contacted.

*StFX is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People.*

*StFX is seeking candidates who are committed to contributing to our priorities of equity, diversity, and inclusion. A demonstrated ability in fostering a climate of inclusion and cultural safety is a strong asset. Qualified candidates will be provided the opportunity to self-identify through a process with Human Resources.*

*We are also committed to the elimination of barriers to participation for persons with disabilities. Should you require an accommodation during the recruitment process, please contact People & Culture at [hr@stfx.ca](mailto:hr@stfx.ca) or 902-867-5038.*

### **About St. Francis Xavier University**

Established in 1853, St. Francis Xavier University (StFX) is consistently recognized as one of the best universities in Canada. StFX exceeds the needs of today's undergraduates through providing the very best academic experience -- outstanding teaching, exceptional hands-on research opportunities, and global exchanges -- all within Canada's most vibrant and inspiring residential campus. Here, the focus is on the academic and the personal development of every student, making community and social engagement a large part of the learning experience. Our students are academically strong and highly engaged in every aspect of life, determined to make a positive impact on the world.

In 2022, Maclean's annual university rankings put StFX #1 in student satisfaction and #2 in reputation across Canada in the primarily undergraduate category.

For more, visit [www.stfx.ca](http://www.stfx.ca)

### **About the Academic Success Centre**

The Academic Success Centre is a collection of academic resources, a place for StFX students to find free academic skills instruction/coaching, help on assignments, English language help, and a place to connect with subject tutors. It is also a place to study with help nearby.

### **About Antigonish, Nova Scotia**

The beautiful and historic town of Antigonish is located within the northeastern corner of Nova Scotia. Only a 15-minute drive from the ocean and a two-hour drive to major urban centres, Antigonish is a family-friendly community with a diverse and growing population and provides access to excellent education at all levels. The town is surrounded by rolling countryside and beautiful beaches and is a hotspot for outdoor recreation, sports, and other active lifestyle activities. Antigonish supports a vibrant culture in the arts with music, performing arts, visual arts and crafts, and fabulous festivals happening throughout the year.

For more information visit [www.townofantigonish.ca](http://www.townofantigonish.ca) or [www.visitantigonish.ca](http://www.visitantigonish.ca).