ACT371H1F Lead TA – Basic Reserving Methods For P&C Insurance
Topics covered include reserving data and triangles, diagnoses methods that range from triangle of ratios of paid claims to reported claims to triangle of reported claim ratios. The syllabus also includes projection techniques.

Qualifications
Required:
• Current PhD student
• At least two years’ experience as a course TA, whether leading tutorials, labs, or in-class instruction; or grading
• Excellent oral and interpersonal skills, particularly the ability to work effectively with and show tact when communicating with course instructors and TAs
• Strong administrative skills, including scheduling meetings and planning, time management, meeting multiple deadlines, and documenting work
• Able to prioritize tasks
• Strong facilitation and presentation skills and/or experience leading workshops
• Evidence of writing competence in their discipline (individually authored writing sample preferred)
• Flexible schedule, able to accommodate short notice requests for meetings
• Intercultural competence, especially an understanding of the issues faced by multilingual and international students

Duties
As part of a joint Writing Instruction for TAs (WIT) and English Language Learning (ELL) Initiative in Arts and Science, the Lead TA will work with the WIT and ELL Coordinators to support Course Instructors and train regular course SIAs in ACT371H1. The LTA will perform the following duties:
• Participate in group training and peer mentoring sessions with the WIT program
• 1:1 training with ELL coordinator
• Meet with WIT and ELL coordinators and course instructors to plan course assignments and tutorials
• Design and lead training sessions for course TAs on topics such as marking assignments and presentations, as well as planning tutorial activities integrating ACT371H1F course content to scholarly reading, professional writing, oral presentation, discussion skills, and intercultural communication
• Develop and/or adapt existing resources on reading, oral presentation, and writing instruction for course instructors, TAs, and students
• Communicate regularly with course instructors, WIT and ELL coordinators, and others to coordinate activities
• Collect and summarize data (e.g., surveys, student writing samples, etc.)

*Note: Applicants for this position must be available for upcoming WIT TA Training. Sessions are currently planned to be held online on June 8, June 10, and June 12, with an additional session in early September 2020.

Instructor: TBA
Estimated Course Enrolment: 50
Tutorial Schedule: N/A
Approximate Number of TA Hours: 80 hours (per position)
Approximate Number of Positions: 1
Rate of Pay: UG/SGS I/II - $46.24/hour (+4% vacation pay)

Final availability of the position(s) is contingent upon enrolment, budgetary consideration and the determination of appointments as governed by the collective agreement.

Application Process
Application information is available at https://www.statistics.utoronto.ca/employment-opportunities/cupe-positions-unit-1. The deadline to submit your application is June 3, 2020. For more information, you may contact:
Priya Sivathason
Sidney Smith Hall, Room SS 6025
100 St. George Street
Toronto, ON M5S 3G3
E-mail: job-apps@utstat.utoronto.ca

If during the application and/or selection process you require accommodation due to a disability, please contact job-apps@utstat.utoronto.ca.

This job is posted in accordance with the CUPE 3902 Unit 1 Collective Agreement. The Departmental Hiring Policy is available in the Department office and in the CUPE Local 3902 office. The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ persons, and others who may contribute to the further diversification of ideas. **Note:** Although a graduate student’s preference as to the campus location of his/her TA appointment will be taken into account, both the initial TA appointment (or CI appointment) and the subsequent appointment obligation related to that appointment may be met through position(s) on any one of the three University of Toronto campuses (UTM, UTSC or St. George) in courses in the same discipline as the initial appointment. TAs will only be assigned to courses in fields in which they are or should be qualified to assist. Duties of this position shall be performed at the campus on which the position is located. Where the duties are intended to be performed at another location, such other location will be specified in the posting.