

Western Continuing Studies is recruiting contract instructors for the Post Degree Diplomas in Public Relations and Not-for-Profit Management. Our instructors are industry experts, who guide our students through the knowledge, skills and abilities required for success in their chosen fields. For more information on our programs, visit our website here: <https://postdegree.uwo.ca/>

**Instructor Responsibilities:**

- Teach 2 hours (live) per week. 6 of the 12 class dates will be taught in-person, from our classrooms at 800 Collip Circle in London. The other 6 sessions will be offered fully over Zoom. For the in-person classes, students that have selected a fully online mode of instruction will be livestreamed into the classroom.
- Evaluate student work, through assignments, tests, participation, and exams.
- Setting clear expectations for students and answering student inquiries in a timely manner.

**Mode of teaching:**

- In person (London, Ontario) and Online (Zoom)

**Qualifications:**

- A commitment to lifelong learning in the field
- A proven ability to work within a collaborative environment, demonstrating flexibility
- Exceptional communication and organizational skills
- Advanced computer literacy and a demonstrated willingness to acquire and use learning tools (such as the university's Learning Management System, OWL)
- An ability to apply an understanding of diversity and inclusiveness to meet the needs of a diverse student population

**Education & Experience:**

- Teaching (1 year preferred)
- Direct experience in the diploma area/industry (minimum 3 years)
- Undergraduate university degree

**Job Type:** Part-time (3 hours a week)

**Contract Length:** September – December 2023

**To Apply:**

Send a cover letter and resume to [wcsteach@uwo.ca](mailto:wcsteach@uwo.ca), with the subject line 'Application to teach: [COURSE CODE]'

**COURSES AVAILABLE:**

[PREL 6033: PR Writing I](#) Sept 18- Dec 15, no class Oct 30 – Nov 5 for Reading Week

[PREL6034: Design for PR](#) Sept 18- Dec 15, no class Oct 30 – Nov 5 for Reading Week

[NFPM 6013: Boards and Governance](#) Sept 11- Dec 9, no class Oct 30 – Nov 5 for Reading Week