

Teaching Fellow: Department of History

Designation: Teaching Fellow

Job Purpose: The Department of History at Ashoka University is looking for **Two (02) Teaching Fellows (TFs)** to assist in the History of India IV (1 TF) and Reading History (1 TF) for the Spring 2021 semester beginning on **Monday 18th January 2021**.

Duties and responsibilities:

- TFs will be expected to grade participation, and help students with their assignments.
- Do the readings assigned for the Course;
- Attend the two weekly lectures of 90 minutes each and if need may help set these via the learning management system and also record and post these.
- Assist the Professor(s) with logistical support for the course lectures, including taking attendance, grading quizzes, photocopying and distributing ancillary set readings, setting up technological equipment such as laptop and projector for PowerPoint presentations.
- Do Grading if required in timely fashion of all student assignments, quizzes and exams professors might assign during the semester.
- Meet with each professor at least once a week to consult on the objectives and lesson plan for any given week's discussion sections;
- Be available for Office hours total 3 hours weekly.
- Provide comments on all tutorial written work submitted by students

The norm of four days a week attendance is in abeyance from 18 January 2021 to March 6, 2021. All courses will be online until then. The University will inform all about the teaching mode after the latter date in advance. Hence the presence on campus will not be required of the TFs till March 6, 2021 though all other terms will apply.

The workload presumes a minimum of 12 contact hours a week with students in class and office hours. In addition, TFs will be expected to devote sufficient time as required to class preparation, grading time, in-class writings, quizzes and other student projects. Sufficient time will also be expected to be set aside for the assigned readings that the students are doing, as well as to assist the instructor in setting up class PPTs, arranging seating, and generally attending to the needs of the course.

Qualifications:

- Candidates should be ideally have completed their M.Phil. or Ph.D. degree and demonstrate an interest in the historical craft but with wider knowledge and reading.
- Those with a First class MA and doing M Phil or PhD) may also apply.
- Those with PhD and research/teaching experience will be given preference.

Application materials should include one writing sample that demonstrates candidates' critical thinking ability, a covering letter on why they are interested in this position, a resume and the names and contact details of two references.

How to Apply:

- Interested Candidate needs to send application materials to by **noon on January 4, 2021** to history@ashoka.edu.in .
- Applicants will be shortlisted based on CV. There will be no in-person interviews as per present health and safety norms. Interviews will be notified by mail and done via the Internet or phone as works best.
- All selections will be by the designated Faculty of Department of History and will be final. All who are qualified are welcome to apply.
- The course will run from January 18, 2021 to May 14, 2021 but the TFs will be expected to report for duty by the second week of January'21 to start preparing for the class.