



Application for Graduate Teaching Assistant Position

Position Description:

Teaching Assistantships in the Department of Physical Education and Sport are primarily awarded for teaching a variety of activities in the PED/Sports Skill Instruction Program. On occasion, positions will be awarded as research or administrative assistance. In the process of selecting recipients of these awards and assigning personnel to these responsibilities, careful consideration is given to background, competencies and interest of all applicants. Please provide as much accurate information as possible about your qualifications. A full-time 10-month term appointment requires a commitment of 20 hours/week, including office hours. Any partial contract will be adjusted accordingly. Teaching assistants will be responsible for: (1) Teaching activity-based courses in the PED Program, (2) Assisting in the management and maintenance of program equipment and supplies, (3) Maintaining accurate course records, (4) Providing general service to the department, and (5) Serving as a role model for undergraduate students by displaying effective teaching methods and behaviors. Research assistants with full-time appointments will commit to 20 hours of work per week, dedicated to projects assigned by the Chair of the Department. The successful candidates will be expected to participate in Graduate Teaching Assistant orientation program prior to the start of the academic year and various professional development seminars throughout year.

Starting Dates:

Applications are reviewed as they are received, with the hopes of extending offers by April 1. Individuals accepting graduate assistantships are expected to complete training and officially begin the week before classes start.

Applications and Inquiries:

Prior to being considered for a graduate teaching assistantship, a student must be accepted into graduate school at Central Michigan University. Candidates can apply for graduate school at the following website:

<https://apply.cmich.edu/Application/aboutyou/nameandemail>

Applications for graduate assistant positions in the Department of Physical Education and Sport require the completion of the following applications and submission of three letters of recommendations supporting the student's capabilities to fulfill the responsibilities as a graduate assistant. No applicant will be considered unless all necessary documents are received.

Please submit all application materials and direct any questions concerning the position to:

Crystal Schmidt
PES Executive Secretary
Schmi4cm@cmich.edu
989-774-2026

Part I: General Information

Please complete the following form with the most recent information.

Name: _____
Last First M.I.

Student# _____ **Anticipated Start** _____
(if available) (F/S Year)

Email: _____ **Phone:** _____

Permanent Residence Address:

Street & No City State Zip Code

Local Address (if known and different):

Street & No City State Zip Code

CPR/AED Certification: Yes ____ No ____ Date of Expiration: _____

****Note: Certification is required prior to start of assistantship, preferably American Heart Association certification. Courses are available, contact the department for more information. A copy of your CPR/AED card must be provided at the time of appointment.**

Letters of Recommendation:

Three letters of recommendation are required (academic and/or professional). These may be the same as the ones used for your application to graduate school or may be different.

Please email them to:

Crystal Schmidt
PES Executive Secretary
Schmi4cm@cmich.edu

Part II: Teaching Competency

Instructions:

Use the following legend to describe your level of competence and ability to administrate instruction in each of the following activities.

Use the following Rating Scale:

- 4 = Taught or coached participants older than 15 years of age
- 3 = Taught or coached participants younger than 15 years of age
- 2 = Participated at an organized, competitive, and/or elite level
- 1 = Currently participate in frequently (and feel that you could teach)
- 0 = Little or no experience with the activity

****Note: Any course you check will be interpreted as you are capable of teaching a beginning level of that course. Be extremely honest! This section has less to do with selection as it does placement for selected applicants.**

ACTIVITY	Rating	Clarifications
Aerobic Activity (specify)		
Archery		
Basketball		
Badminton		
Bowling		
Billiards		
Disc Golf		
Fitness Training (specify)		
Individual and Team Sports (many activities in one class!)		
Jogging		
Orienteering		
Pickleball		
Racket Sports		
Soccer		
Tennis		
Volleyball		
Walking for Fitness		
Wallyball		
Weight Training		
Zumba		
Others? Please list below		

Current Teaching Experience:

Please describe your current experience teaching participants older than 15 years of age.

Additional Information:

- 1) Do you currently hold or have you ever held a teaching certificate?
Yes No

- 2) Please list all other teaching, coaching and/or competitive experiences that you feel make you qualified to teach.

- 3) From the list of activities on the previous page, please list in order the four classes/activities you would most like to teach and state what makes you qualified to teach this activity:

	Activity	What makes you qualified?
1.		
2.		
3.		

4.		
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