

# Chemistry Merit TA Responsibilities and Requirements

## Job Responsibilities (for around ~10 paid hours per week)

- Attend Merit TA training (morning and afternoon the Thursday before classes start in August).
- Attend Gen Chem TA Meeting (the Friday before classes start in August).
- Teach your assigned Merit section (2-4 hours per week)
- Hold 2 hours of office hours a week (in the Merit TA office; not the CLC so you only have to worry about your Merit students).
- Attend Merit TA meeting once a week with me (about 30 minutes).
- Prep time: make worksheets (I give you samples that you can build off of), mock exams, other activities that would help the students learn chemistry collaboratively. And, your professor may ask you to assist with exam proctoring/grading and have an additional weekly meeting.

## Preferred qualifications:

- Grades of B+ or higher in all general and organic chemistry courses
- Experience taking Merit classes
- Previous tutoring or mentoring experience

## Required qualifications:

- Completion of Chem 232 or Chem 236 by the end of the Spring 2020 semester
- Grades of B or higher in all general and organic chemistry courses
- Enthusiasm for and willingness to help other students learn chemistry collaboratively

The initial deadline to apply for full consideration is Wednesday May 6<sup>th</sup>. However, if all spots are not filled after that point, I will continue to accept applications on a rolling basis. Please let me know if you have any questions.

If you are interested, please send back the attached application to Elise McCarren at [emccarr2@illinois.edu](mailto:emccarr2@illinois.edu). You will also need to include names and contact information for two references, along with your Fall 2020 class schedule. Thank you!