GSD TA job postings should include the following information:

- Position title
- Include link to course description on GSD website
- Description of responsibilities
- Required qualifications
- Preferred qualifications
- Any additional details
- Hours per week or per project; and whether it is over the course of semester, academic year, or summer term
- Application instructions (including name and email address)

Open roles should be posted on CREATE. For questions or more information please contact Career Services at career@gsd.harvard.edu

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Sample Posting for Teaching Assistant:

TA for Spring Option Studio: STU 1504: Sao Paulo Reaction-Tamanduatei River Mouth
The co-teaching team of Cristiane Muniz and Fernando Viegas are seeking a Teaching Assistant graduate student for their Spring 21 studio: Sao Paulo Reaction-Tamanduatei River Mouth (STU 1504).

Duties include but are not limited to:
- Assist in studio preparation prior to the start of the spring semester (including assistance with technology and studio organization)
- Manage course websites and prepare course materials
- Liaise with students, faculty, and guest speakers, including helping with logistics of course assignments
- Email communications and announcements

Required experience:
- Excellent communication skills
- Strong organizational skills
- Attention to detail and time-sensitive matters

Preferred experience:
- Knowledge of/willingness to learn technologies for virtual learning
- Strong interest in the subject matter

This is a paid position of approximately 5 hours per week. Beginning date is flexible, but we will be looking for some assistance over the winter break.

Eligible students are those who are currently enrolled and will be returning this spring and have finished their core studio sequence. Those enrolled in the STU 1504 are preferred.