

## **About being a Teaching Assistant of Grader for the Department of Mathematics** Updated March, 2022

The Department of Mathematics hires undergraduate students for several different roles. These are described below.

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**Classroom Teaching Assistant or Workshop Leader** These TAs run a weekly recitation or workshop of 16-20 students. Guidance is provided by faculty about content and expectations.

Often weekly TA meetings are offered to provide support and information to undergraduate TAs. If these meetings are offered, they are mandatory.

TAs are expected to prepare for recitation and workshop carefully either at a TA meeting, if offered, or on their own time. A weekly hour of preparation is built in to the pay structure for TAs. TAs keep track of attendance. In some courses, weekly quizzes will be graded by TAs, but exam grading and proctoring are not usually expected. (This has been different during the pandemic.) Classroom TAs can expect to devote 2.25 hours/week to being a TA with 75 minutes of that amount spent in recitation. Recitations are held during 12 weeks of the semester. Classroom TAs are paid \$450 for the semester if they take one recitation, and \$850 if they take two. Taking two recitations is encouraged. This amount is divided into monthly payments.

**Webwork TA** Webwork TAs answer students who click the “Ask the TA” button on webwork. This job can be very flexible, as the lead instructor in the course usually requires that the webwork TA answer twice daily with increased frequency only on the webwork due date. An office hours is not required. Webwork TAs spend approximately 2 hours per week at the job. Webwork TAs are paid \$400 for the semester. This amount is divided into monthly payments.

**Grader** Some undergraduate graders are hired for upper-level courses. These undergraduates must demonstrate a high level of mastery of the course material. Undergraduate graders are expected to grade homework and exams for up to 20 students depending on the course. An undergraduate grader should expect to commit 4 hours/week. Careful and timely grading (one week turn-around) of homework and careful recording of grades is expected. Undergraduate graders are paid \$600 for the semester. This amount is divided into monthly payments.

**Honors Calculus Workshop Leader and Grader** Our honors calculus sequence hires undergraduates to both lead workshops and grade exams and homework. These positions are very selectively offered, usually in direct consultation with the honors calculus instructors. Honors Calculus TAs are paid \$900 for the semester. This reflects the significant amount of time spent grading. This amount is divided into monthly payments.