



**AFFICHAGE DE COURS, CHARGÉE DE COURS/INSTRUCTEUR(TRICE)  
COURSE POSTING, COURSE LECTURER/INSTRUCTOR**

<b>Unité d'embauche :</b> <b>Hiring Unit:</b>	Career and Professional Development (Non-Credit Programs)
<b>Titre de cours :</b> <b>Course Title:</b>	Parliamentary Committees (Online)
<b>Sigle :</b> <b>Subject Code:</b>	CBUS 247-751
<b>Session :</b> <b>Term:</b>	Winter 2018 Hiver 2018
<b>Endroit :</b> <b>Location:</b>	Online
<b>Horaire:</b> <b>Schedule:</b>	March 12 – April 20, 2018
<b>Éducation :</b> <b>Education:</b>	A minimum of a Bachelor's degree from a recognized university in one of the following: Public Administration, Political Science, Law, or other relevant fields. Graduate Degree preferred.
<b>Expérience :</b> <b>Experience:</b>	<ul style="list-style-type: none"> <li>Teaching experience in a university or corporate context.</li> <li>Extensive*, current and relevant professional experience in parliamentary management and administration.</li> </ul>
<b>Autre(s) Information(s) :</b> <b>Other information:</b>	<ul style="list-style-type: none"> <li>Relevant designation/certification an asset.</li> </ul> <p>Applicants must:</p> <ul style="list-style-type: none"> <li>demonstrate an ability to design structured course materials, including learning activities, based on the course description and target audience;</li> <li>demonstrate an ability to foster learning by establishing a positive classroom dynamic, involving learners in various activities, and managing student participation and group interactions effectively;</li> <li>demonstrate an ability to communicate clearly and effectively in the language of the course, both orally and in writing;</li> <li>provide evidence of an ability to use a variety of technologies to support student learning;</li> <li>provide evidence of how they keep abreast of advances in the field of expertise relevant to the course in question.</li> <li>demonstrate the ability to carry out the duties and obligations of a course lecturer in a respectful and timely manner.</li> <li>demonstrate the ability to work with the School and University administration to address conflicts in a constructive and timely manner.</li> </ul>
<b>Enseignement partagé :</b> <b>Team teaching:</b>	<input type="checkbox"/> Oui / Yes <input checked="" type="checkbox"/> Non / No
<b>Si oui, nombre de crédits/CEUs</b> <b>If yes, number of credits/CEUs</b>	NA
<b>Mode de livraison</b> <b>Method of Delivery</b>	<input type="checkbox"/> Présentiel / Face-to-Face <input type="checkbox"/> En Ligne Synchronisé / Online - Synchronous <input checked="" type="checkbox"/> En Ligne Non-Synchronisé / Online - Asynchronous <input type="checkbox"/> Hybride / Hybrid

**Deadline to apply: October 15, 2017**

**To apply:** Complete the web form at <https://www.mcgill.ca/continuingstudies/about-scs/careers-scs/cpdncappform-winter>

**Please note:**

- Incomplete applications may not be considered.

**Date limite pour postuler: 15 octobre 2017**

**Pour soumettre votre candidature :** Veuillez remplir le formulaire en ligne disponible <https://www.mcgill.ca/continuingstudies/about-scs/careers-scs/cpdncappform-winter>

**Veuillez prendre note que :**

- Toute soumission incomplète pourrait demeurer non traitée.

---

\* 'Extensive' experience usually refers to a minimum of 5 years experience. Applicants with slightly less experience may be considered.