Position – PEER TECHNOLOGY ADVISOR 2

Sept 2020 – Apr 2021

School of Information

Date of posting: August 25, 2020

General nature of the duties:

All duties will be completed remotely using Blackboard Collaborate and/or Zoom, and other online educational technologies as required.

- Technology in the Core
  - Re-designing, updating, and teaching technology workshops on web design, content management systems (i.e. WordPress), and/or basics of databases
- Advanced technology support for students and instructors in all programs, especially for students taking technology, design, and programming courses
- General IT troubleshooting (SW and HW at iSchool Labs) and coordination with UBC IT support through the main office
- Weekly availability for ad-hoc online and face to face technical support to students

Desired qualifications:

Skills and Knowledge:

Required to have programming skills (any language, preferably Python), excellent communication and tutoring skills, ability to learn quickly about new software and technologies, and interest in adult information technology literacy training.

Highly desirable to have any or all of the following: advanced web design skills (HTML5, CSS3, JavaScript, JQuery, etc.), database design skills (SQL, MS ACCESS), and software used in library and archival settings.

Highly desirable to have practical experience with online pedagogy, and practical experience with delivery of online courses and course materials.

Supervision: Educational Technology Co-Lead

Estimated total vacancies: 1

Period of Employment:

Term 1: September 1 – December 15, 2020
Term 2: January 1 – April 15, 2021

Number of Hours: 12 hours/week during Winter Term 1 and Winter Term 2
Current salary:
Graduate Academic Assistant: $28.00/hour

Application Procedure:
Please complete the attached application form and return ASAP to:

Debra Locke, Information Assistant
ischool.info@ubc.ca

UBC hires on the basis of merit and is committed to employment equity.

Closing date for applications is: August 31, 2020
School of Information

PEER TECHNOLOGY ADVISOR 2 APPLICATION FORM
2020-21

Please complete this form and submit in paper or electronically together with a current CV by August 31 to:

Debra Locke, Information Assistant
email: ischool.info@ubc.ca
Phone: 604-822-3459

Please provide the following information:

Last Name: ___________________________ First Name: ___________________________

Student #: ___________________________ Email: ___________________________

iSchool program start date and program name (e.g., Sept 2019, MASLIS):
____________________________________________________

For area of expertise, please rate your level of knowledge/expertise. In the right hand column, please list relevant education or experience that you could draw upon as a Lab Assistant.

<table>
<thead>
<tr>
<th>Area of Expertise</th>
<th>Level of Knowledge/Expertise</th>
<th>Please Indicate Relevant education or experience</th>
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<tbody>
<tr>
<td>Website construction (HTML5, CSS)</td>
<td>(Low) 1 2 3 4 5 (High)</td>
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<tr>
<td>Content Management Systems (e.g., WordPress)</td>
<td>(Low) 1 2 3 4 5 (High)</td>
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<tr>
<td>Database design (e.g., SQL, MS ACCESS)</td>
<td>(Low) 1 2 3 4 5 (High)</td>
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<tr>
<td>Programming/Coding (e.g. Python, Javascript)</td>
<td>(Low) 1 2 3 4 5 (High)</td>
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<tr>
<td>Training others in use of information technology (online and f2f)</td>
<td>(Low) 1 2 3 4 5 (High)</td>
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<tr>
<td>General IT troubleshooting (Software and Hardware)</td>
<td>(Low) 1 2 3 4 5 (High)</td>
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<tr>
<td>Online and f2f technical support</td>
<td>(Low) 1 2 3 4 5 (High)</td>
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<tr>
<td>Experience with online learning technologies and course development</td>
<td>(Low) 1 2 3 4 5 (High)</td>
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Please list the Research Assistantships, or other funding, that you will be receiving in the 2020-21 academic year. Indicate the amount you expect to receive for each source.

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>Total Amount 2019-2020</th>
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Signature: ___________________________ Date: ___________________________