



Job Description: Full Time Teaching Fellow

Job title	Teaching Fellow
Reports to	<i>Course Faculties</i>
No. of Positions Available	<i>SSH – 1 (LACH- Ethics in AI)</i>

Job purpose

The Department of Social Sciences and Humanities at the Indraprastha Institute of Information Technology (IIIT Delhi) is looking to hire ONE Teaching Fellow. TF's work as an assistant instructor for undergraduate courses involving taking tutorials, innovative strategies and the use of digital tools to enrich the students' experience, managing Teaching Assistants, coordinating weekly tutorials, preparing/conducting/grading exams and tests etc. and course administration. The Fellow may also be required to teach for a short duration in the absence of the course faculty.

Duties and responsibilities

- To teach in tutorials, managing the tutorials and other Tutors/Teaching Assistants.
- To manage course related labs
- To conduct extra classes on the topics where students are facing difficulties.
- To conduct regular lectures, when the instructor is on leave.
- Maintaining Office Hours to clarify course related doubts, out of class hours, tutorials etc.
- To assist Course Faculty in making learning materials, assignments, answer keys and rubric for grading.
- To assist the Course Faculty in preparing exam question papers, conducting Quizzes, mid semester Exam, Final Exams.
- To assist the Course Faculty in grading, taking attendance, distributing and preparing classroom material, setting up technical equipment, and attend to any other needs of the course.
- To mentor and guide students in class-course projects. Assigning the rubric and grading the progress throughout the semester.
- To provide extra support to weak students.
- To perform academic/research activities as deemed suitable and necessary by the Course Faculty and the Head of the Department.
- To participate in the activities of the Department.

Qualifications

For the position, the candidate must have a first-class M.A. degree in Philosophy or Political Science or any of the related fields. MPhil in the discipline will be preferred.

Candidates must have an excellent academic record and proven interest in academic teaching. Prior teaching experience is not essential but candidates with experience in teaching/assisting at the graduate level programme will be preferred. The position is best suited for those who are looking for teaching careers.

Compensation & Terms

The term of appointment will be for Winter Semester ~~2024~~2025, which can be renewed based on the performance if required.

The monthly compensation to the candidate with Master's degree may be offered a salary of Rs 50,000/- per month with hostel accommodation (subject to availability) or Rs. 55,000 per month without hostel accommodation.

The monthly compensation to the candidate with Ph.D. degree may be offered a starting salary of Rs. 60,000/- per month with hostel accommodation (subject to availability) or Rs. 65,000/- per month without hostel accommodation.

The Institute gives top priority to the ongoing academic activities and does not promote leaving the offered position during an ongoing semester. To ensure this, a monthly deposit of Rs. 27,500/- from the salary of the first two months will be kept with the institute. This deposit will be paid on completion of the offered tenure.

How to Apply

Interested candidates can submit their online application using the link: <https://iiitd.ac.in/careers/tfpositions> ~~.(to be updated by the Web Manager).~~ The last date of receiving online application is **19~~27~~5th January 202~~5~~4**.