PGSS SCHOOL FOR THE SCIENCES at CARNEGIE MELLON UNIVERSITY 2016

Application for position as TEACHING ASSISTANT/COUNSELOR

As the title implies, the position of <u>Teaching Assistant/Counselor</u> for PGSS has dual responsibility. The academic parts of the job (assisting with classroom, laboratory, homework and research activities) and the residential aspects of the job (social events, field trips, community-building) are of equal importance.

Teaching Assistant responsibilities include:

- Attending and helping with a core lecture course and a laboratory course in your area of expertise.
- Mentoring at least one team research project related to the subject area to which you are assigned.
- Attending special lectures and field trips related to your subject area.
- Attending and helping with at least one elective course.
- Arranging help sessions for homework.

Counselor responsibilities include:

PART I. General Information

- Providing for the health and safety of the students.
- Serving as a role model, in regard to teamwork and community-building.
- Arranging social activities including dorm and field trips.
- Enforcing residence life dorm & curfew regulations.

Name				
Name of University/College Curr	ently Attending			
Your Address at College	City		State	Zip Code
Your Phone No. at College		ur Home Phone No).	
Your Home Address	City		State	Zip Code
Male Female Sex (Circle One)	Date of Birth	 Socia	_XXX-XX Il Security No.	(last 4 digits only)
Degree Program (Major)		Current QPA or	GPA	
Last Year Completed (as of end	of current academic year)	e-mail address		
Did you attend the Pennsylvania If ves. what year did you attend F		Sciences (PGSS)?	Yes	No

PART II. References

Please ask <u>two</u> people to write letters of reference in support of your application, and have them send their letters, by the application deadline, directly to the address below (either by postal mail or email).

Deadline: March 31

Barry Luokkala, Ph.D., University Director PGSS School for the Sciences c/o Department of Physics Carnegie Mellon University Pittsburgh, PA 15213

Email: pgss@cmu.edu

PART III. Qualifications and Preferences

Lab Emphasis:

1.	 Please attach your current re application form. 	sume or <i>Curriculum Vitae</i> and a current <u>University transcript</u> to this
2.	questions serve a dual purpos	g questions, either in the space provided, or on separate sheets. These e: They will provide you with some information about the program and tter understanding of your talents.
	A. Why do you want to becom	ne a PGSS Teaching Assistant/Counselor?
	please rank your preference strong preference, just che	o you feel most qualified to assist? (If you mark more than one choice, ses in numerical order, with 1 being your top choice. If you don't have a sck your areas of interest.)
	Part	cial & General Relativity icle Physics mology
		ous topics in experimental physics
	Mole Aror	anic Chemistry ecular Structure natic Hydrocarbons mples of Reaction Mechanisms and Organic Synthesis
		hesis and Characterization of Transition Metal and Organic Compounds
		hemistry of Viruses hemistry, Cellular & Molecular Biology
	Abs	damentals of Algorithms and Computer Programming craction, Recursion, Tree and Graph Algorithms, Algorithm Analysis likely be using Java on PC platforms.)
		a programming methods; applets
	Math Lecture Emphasis: Disc	rete Mathematics (Combinatorics & Graph Theory)

(no lab course for math)

C.	<u>Teaching Assistant Qualifications</u> . For each of the subject areas that you checked, please explain your qualifications in relation to courses you have had and/or lab work that you have done.
n	Counselor Qualifications (See the list of Counselor Responsibilities at the top of Page 1) Please
D.	Counselor Qualifications. (See the list of Counselor Responsibilities at the top of Page 1.) Please explain any experience you have had in any of these areas and/or what you view as your primary
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 E. Occasionally a problem arises that is dealt with by a counselor. Some examples of these are: Homesickness. Lack of social skills or personality conflicts. Excessive noise or other inappropriate behavior. Academic insecurity or inability. Choose one of the above problems and explain how you would handle the situation.
All PGSS TA/Counselors will be expected to take up dormitory residency on the CMU campus on the morning of Wednesday, June 22, and will remain in residence until the morning of Sunday, July 31. Living quarters are in the same dormitory as the PGSS students.
PGSS TA/Counselors are not permitted to have other employment or to take courses while the PGSS program is in operation. (Carnegie Mellon students may take classes in Summer Session 1, but not in Summer Session 2.)
Stipend: \$2,500. Housing is included (in the PGSS dorm) as well as a food allowance.
Please keep a copy of this application for your records, since it includes dates of arrival and departure.
Return completed application to:
Barry Luokkala, University Director PGSS School for the Sciences c/o Department of Physics Carnegie Mellon University Pittsburgh, PA 15213 Email: pgss@cmu.edu

Application Deadline: March 31