**➤教學助理所需資格：**

**●工作資格：**

1. 擔任本職位者，110-2學期無法同時受聘於校內其他單位。
2. 一位TA可兼任2門EMI課程。

**●語言能力：**  
英文能力應達CEFR B2（新版多益785分）以上，並檢具校內外英檢成績證明。若英文能力達B1（新版多益550分以上）未達B2者，需請授課老師於EMI助教申請表內填寫推薦理由。

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **北科** | **CEFR** | **GEPT** | **New TOEIC** | **TOEFL iBT** | **IELTS** |
| A | C2 | 優級 | - |  | 8.5 分 (含)以上 |
| C1 | 高級 | 945 分以上 | 95 分以上 | 7 分 (含)以上 |
| 約B2等級以上 | 中高級 | 785 分以上 | 72 分以上 | 5.5 分 (含)以上 |
| B | 約B1等級 | 中級 | 550 分以上 | 42 分以上 | 4 分 (含)以上 |
| C | 約為A2等級 | 初級 | 225 分以上 | - | 3 分 (含)以上 |
| D |
| E | 約為A1等級 | - | - | - | - |

**●  工作內容：**

1. 協助教師EMI課堂之備課、輔助教學、EMI實驗及實務操作及作業批改。
2. 協助側錄課堂師生互動，並提供給學院。
3. 每週利用Teams進行1-3hr輔導諮詢，錄影留存後提供給學院。
4. 提供特色教學文件給學院。
5. 其他教師或學院指定事務。

**●  培訓重點：**

擔任TA期間，當學期需全程參與並完成相關EMI TA培訓，目前規劃如下：

1. 熟悉課室英文、EMI常用的教學方式及口說表達練習 – 4小時
2. 參與Your English World實習助理 – 1次
3. 參與應英系課程觀摩 –建議1- 2次
4. EMI TA 互相觀摩 – 1次
5. 期末心得分享工作坊 – 1次

**●  考評制度：**

1. 繳交EMI工作日誌。
2. 約$4000-$6000/月，依據實際輔導時數撥發每月獎助學金。
3. 學院保留取消不適任TA之權利。

**●  需提供文件：**

1. EMI助教申請表(內可填寫教師推薦理由)
2. 學生證件資料黏貼表
3. 英語能力證明
4. 110-2在學證明(於聯合服務中心申請)
5. 工作許可證明(僅外籍生須提供)

**Required qualifications for teaching assistants (TA):**

**●  Qualifications:**

1. Those who hold this position cannot be employed in other units on campus at the same time in the 110-2 semester.
2. One TA can serve 2 EMI courses concurrently.

**●**  **Language skills:**

Teaching assistants’ English proficiency requires CEFR B2 (new TOEIC score: 785) or above. Prospective TAs need to provide their official score reports. For TA with CEFR B1 (if not B2; equivalent to new TOEIC score 550) proficiency, please provide the instructor’s recommendation. All TAs are asked to fill out the application form (annex 2) for qualification review.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NTUT** | **CEFR** | **GEPT** | **New TOEIC** | **TOEFL iBT** | **IELTS** |
| A | C2 | Superior | - |  | 8.5 and above |
| C1 | Advanced | 945 and above | 95 and above | 7 and above |
| B2 | High-Intermediate | 785 and above | 72 and above | 5.5 and above |
| B | B1 | Intermediate | 550 and above | 42 and above | 4 and above |
| C | A2 | Elementary | 225 and above | - | 3 and above |
| D |
| E | A1 | - | - | - | - |

**●**  **TA Duties:**

1. Assist instructors in EMI course preparation, after-class tutoring, EMI experiments and practical operations, and assignment correction.
2. Assist in recording the interaction clips between instructors and students in the classroom, and provide them to the college of engineering.
3. Use Teams to conduct 1-3hr/week tutoring, and provide the recording of tutoring to the college of engineering.
4. Provide featured course materials to the college of engineering.
5. Other instructors or college-designated affairs.

**●**  **TA Training:**

TAs are required to participate in the following EMI TA training sessions held by the university:

1. Getting familiar with classroom English, EMI common teaching methods, and oral expression exercises – 4 hours
2. Participate in Your English World assistant internship – 1 time
3. Participate in course observation at Department of English – 1-2 times
4. EMI TA peer observation – 1 time
5. End-of-term experience sharing workshop – 1 time

**●**  **TA Evaluation:**

1. Submit the EMI work log.
2. Monthly stipend will be issued based on actual tutoring hours and work log.
3. The college reserves the right to cancel EMI TA subsidy upon deficient TA performance.

**●**Documents required:

1. Application Form for EMI TA Recruitment (including instructor recommendation)
2. Form for copies of personal document
3. Proof of English proficiency
4. Certificate of Enrollment for 2022 Spring semester (apply at the Joint Service Center)
5. Proof of work permit (only required for foreign students)