

Chemistry GTA Opportunities for Non-Chemistry Graduate Students

Revision of November 2009

Availability. The Chemistry Department sometimes offers GTAs to graduate students in other departments. The number of positions available depends on the need for student support within Chemistry. Unfortunately this internal demand cannot be accurately predicted well in advance, so we cannot know exactly how many unfilled positions we will have until approximately one week before the fall or spring term. (There are never unfilled positions during the summer.) The department reserves the right to stop accepting applications once our needs are met.

Priorities. Upon entry into CHEM, doctoral students are guaranteed 5 years of assistantship support. After their five years has expired, we do still prefer to continue their support before hiring students from other departments. Additional priority factors include departmental needs, individual applicants' qualifications and experience, and institutional EO/AA guidelines.

Minimum Qualifications. In order to apply for a Chemistry Department GTA, you must meet all Graduate School assistantship requirements, including registration for at least 12 credits, correct visa status, etc. In addition the Chemistry Department requires the following credentials:

- At least 15 credit hours of chemistry on your undergraduate transcript
- At least four semesters of undergraduate chemistry laboratory on your transcript
- GTA Workshop (GRAD 5004) on your VT transcript with passing (P) grade
- At least two semesters of student-contact GTA experience at VT (not necessarily in CHEM)
- Good academic standing in your department (we verify this by calling your advisor)
- No Graduate Honor System (GHS) convictions

How to Apply. Send an email with the completed application form attached (see link below) to Prof. Paul Deck (pdeck@vt.edu). In the application you will describe your background in chemistry and your experience as a GTA while at VT. If you seem qualified, Prof. Deck may ask you for transcripts and a brief interview (phone or in-person), and he may call your advisor or Graduate Program Director for a reference. Students found fully qualified will be added to a waiting list and notified of the availability of a GTA about one week before the requested term.

<https://www.chem.vt.edu/grad/grad-forms.html>

Job Description. Almost all CHEM GTAs from other departments serve the General Chemistry program. This assignment involves three 2-hour labs per week, grading lab reports for those three sections, office hours in the Chemistry Learning Center located in Hahn Hall North Wing (formerly the Chemistry/Physics Building) Room 301, one GTA meeting per week on Fridays at 12:30 PM in Hahn Hall North, Room 140, and some exam proctoring. Other duties and requirements may be set by the Director of General Chemistry. GTAs must meet all these requirements, unless excused by the Director of General Chemistry, or face appropriate consequences. The assignment requires about 20 hours per week, perhaps a little less as you become more efficient. Students who have never served as CHEM GTAs previously must also be available one week before the start of the term for training. Accepting a GTA position means that you are committing to being available for all duties for the entire semester of the assistantship, including exam week. The pay rate is typically at Step 11.