

Teaching Assistants in the Department of Educational Studies

Applications are invited for Teaching Assistant (TA) positions in the Department of Educational Studies of the Academy of Future Education at Xi'an Jiaotong-Liverpool University (XJTLU). The TA positions are open for all qualified and interested graduate students (Master's and doctoral) on campus of XJTLU or current students from other Universities in Suzhou. All applications will be considered by the recruiting panel which consists of two or more academic staff in the Department.

TA duties may include some or all of the following:

- 1) Laboratory demonstrations and support for practical work in the classroom
 - 2) Attendance on, and support with, field trips/courses/events
 - 3) Group tutoring
 - 4) Scheduled office hours for one-to-one tutoring
 - 5) Invigilation of formal examinations and/or class tests
 - 6) Marking of formative assignments and providing feedback (with appropriate training)
 - 7) Other appropriate activities as determined by academic units
- **At the discretion of relevant academic units, XJTLU doctoral students may be permitted to undertake the following additional responsibilities with appropriate training and guidance:**
 - 1) Delivery of occasional formal lectures and/or seminars within their area of expertise after having received appropriate training and initial supervision from their supervisor or the respective Module Leader. Such training might be provided by individual academic units or the Education Development Unit (EDU). Relevant health and safety issues should be covered in this training.
 - 2) Assistance in marking of summative assessments with appropriate training and under the supervision of the Module Leader, subject to prior approval from the Head of the academic unit delivering the module. However, TAs must never act as the sole examiner on any summative assessment. All assessment tasks marked

by XJTLU doctoral students must be moderated by faculty members, and TAs are not permitted to act as moderators.

Modules include

- EDS404 The School of Tomorrow: Managing Change in Global Education
- EDS409 Education In The Asia-Pacific Region
- EDS410 Student Experience in Global Education
- EDS420 Advanced Educational Research Method

Skills and Knowledge

- Proficient spoken and written English
- Excellent communication and interpersonal skills
- Excellent presentations skills, and skillful in the use of Microsoft Office Software (Word, Excel, PowerPoint, etc.)
- Excellent organizational skills and attention to detail
- Adaptable and open to change
- Previous TA working experience preferred

The pay rate for Academic Year 2025-26

- XJTLU doctoral students: RMB 60/hour (before tax)
- XJTLU Master's students: RMB 50/hour (before tax)
- PhD and Master's students from other universities: RMB 50/hour (before tax)

How to apply

Applicants should submit their application **no later than February 25, 2026.**

For XJTLU students, please apply for TA positions through the Teaching Assistant Management System (TAMS) <https://ta.xjtlu.edu.cn> directly.

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[Department of Educational Studies] Teaching Assistant Advertisement [Academic Year25-26, Semester 1]



There may be an interview; if there is an interview, it is expected to be arranged near the beginning of the semester, with decisions made **within 2 weeks** of the interview.