



Predocctoral Instructor, AA 210 for Autumn 2025 Engineering Rome Program

The William E. Boeing Department of Aeronautics and Astronautics seeks a Predocctoral Instructor to teach AA 210 Engineering Statics in Rome, Italy during the Autumn 2025 quarter. Only those expected to be a College of Engineering graduate student in Autumn 2025 are eligible to apply.

The College of Engineering runs an undergraduate study abroad experience, which includes taking UW courses for credit at the UW Rome Center (<https://www.washington.edu/rome/>). A predocctoral instructor will run a 5 week AA 210 course offering during the first half of the Autumn 2025 Engineering Rome Program (between mid-September through late-October 2025). The UW Rome Center is fully staffed on-site for any administrative support or instructional needs during the term.

The position includes housing (at the Rome Center), a stipend, and tuition coverage through the study abroad fee process. Travel costs to and from the Rome Center are provided.

The appointment period for this position is September 16, 2025-December 15, 2025. The first portion of the appointment will be teaching AA 210 (between mid-September through late-October 2025), during which the majority of the 220 hours of work required for the position will be completed. The selected candidate will return from Rome for the remainder of the appointment period, at which time they can expect to engage in minimal hours for their appointment.

General Job Duties

- Prepare Active Learning and Group Activities
- Prepare handout materials
- Review literature
- Hold extra review sessions for exams
- Hold regular office hours
- Tutor students
- Manage and respond to course-related email
- Maintain (update) webpage for course Canvas site with course materials
- Prepare test questions and solutions
- Proctor exams
- Score exams
- Maintain grading records
- Maintain course attendance records
- Maintain records on individual students' assignment completion
- Calculate quarter grades
- Participate in program group excursions as time allows
- Work with Rome Center staff as necessary on course logistics



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Training/Pre-Departure Preparation

A candidate will be selected by late January 2025, and based on the selected candidate's previous experience, a plan for instructional preparation may be developed by the selected candidate, the selected candidate's faculty advisor, and A&A faculty leadership.

Supervision

This position will report to the Aeronautics & Astronautics Director of Academic Services, with additional support from the College of Engineering's Assistant Director of Academic Affairs.

Compensation

This position is categorized as an Academic Student Employee (ASE), subject to the current ASE labor contract. The William E. Boeing Department of Aeronautics & Astronautics currently compensates predoctoral instructors for FY25 at \$3,792.60 per month.

ASE Labor Contract: <https://hr.uw.edu/labor/academic-and-student-unions/uaw-ase/ase-contract>

Minimum Qualifications

- Graduate Student Standing in the College of Engineering at UW for Autumn 2025
- Previous TA and/or Predoctoral Instructor experience, preferably for undergraduate courses in engineering
- Excellent communication skills
- Advanced professional judgment
- Track record of problem-solving, initiative, and innovation
- Attention to detail
- Ability to manage multiple projects while meeting firm deadlines
- Ability to work well with others
- Ability to work independently and seek guidance where appropriate



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Application

To be considered, please submit the following by **Wednesday, January 8 at 8am** by emailing the following materials as one PDF file to Betsy Winter, A&A Director of Academic Services, at bwinter1@uw.edu with the subject "AA 210 Predoc Instructor Rome Center."

- Resume/CV
- Unofficial Transcripts
- Attestation from your faculty advisor acknowledging their support, should you be selected.
- Personal statement addressing the following questions:
 - How would teaching abroad fit in with your academic, research, or career plans?
 - Tell us about your experience as a teaching assistant and/or predoctoral instructor. What skills do you have that would help you be successful teaching AA 210 abroad?

Please direct any questions about this position or the application process to Betsy Winter, A&A Director of Academic Services, at bwinter1@uw.edu prior to the application deadline.

Diversity Statement

Committed to attracting and retaining a diverse staff, the University of Washington will honor your experiences, perspectives and unique identity. Together, our community strives to create and maintain working and learning environments that are inclusive, equitable and welcoming.

The William E. Boeing Department of Aeronautics & Astronautics is committed to creating and maintaining an educational and professional environment that uplifts the marginalized and supports all members of our community. Read more about our commitment to diversity, equity, and inclusion here: <https://www.aa.washington.edu/diversity>

The University of Washington is an affirmative action and equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, protected veteran or disabled status, or genetic information.

To request disability accommodation in the application process, contact the Disability Services Office at 206-543-6450 or dso@uw.edu.