



Position Description

Position Title: Teaching Assistant (Level A)

Reports To: Professor / Rector

Employment Type: Casual

Position Summary

The Teaching Assistant at UNSW Bengaluru plays a vital role in supporting high-quality teaching and learning across undergraduate programs. This academic position involves facilitating tutorials, workshops, and practical sessions, providing academic guidance to students, and assisting with assessment and feedback. The Teaching Assistant works closely with other Academics and teaching teams to ensure a consistent and engaging student experience aligned with UNSW academic standards and University Grants Commission (UGC) requirements.

Accountabilities

- Deliver tutorials, workshops, or practical classes as scheduled, ensuring alignment with course objectives and UNSW standards.
- Prepare for classes by reviewing course materials and learning outcomes.
- Provide academic support to students, including answering questions and clarifying concepts.
- Assist with marking and moderation of assessments in accordance with UNSW policies and academic integrity requirements.
- Monitor student participation and engagement and report any concerns to the Professor.
- Contribute to an inclusive and supportive learning environment that respects diversity and promotes equity.
- Attend briefing sessions and meetings as required by the Senior Academics.
- Ensure compliance with health, safety, and ethical standards in all teaching activities.

Skill & Experience

- Minimum qualification: Master's degree in the relevant discipline (Business/Management) from a recognized university.
- Preferred qualification: Ph.D. in Business or Management for senior academic roles.
- Proven commitment to proactively keeping up to date with discipline knowledge and developments.

- Demonstrated ability to undertake and conduct independent academic research with minimal supervision.
- Demonstrated ability to undertake and conduct independent marking, tutoring and student support activities with limited supervision.
- Demonstrated track record of publications and conference presentations relative to opportunity.
- Demonstrated ability to work in a team, collaborate across disciplines and build effective relationships.
- Evidence of highly developed written and verbal interpersonal communication skills.
- Demonstrated ability to communicate and interact with a diverse range of stakeholders and students.
- An understanding of and commitment to UNSW's aims, objectives and values in action, together with relevant policies and guidelines.
- Knowledge of health and safety responsibilities and commitment to attending UNSW's relevant health and safety training and related compliance with local regulatory bodies.

Key relationships

- Rector – for strategic direction, performance oversight and reporting.
- UNSW Sydney Faculty – curriculum equivalence, and research collaboration.
- Professional Staff – including student services, admissions, and learning support for student experience and academic administration.
- Industry and External Partners – for collaborative projects, guest lectures, and student engagement.
- Regulatory Bodies – including UGC and accreditation agencies for compliance and quality assurance.