**Department of Anthropology**

**Assistant Application**

In order to apply for a position, please complete this form and turn it in at the front desk, Department of Anthropology, Chilton 330 or email it to Melissa Tanner [**mltanner@unt.edu**](mailto:mltanner@unt.edu). Hiring usually takes place shortly before the beginning of each semester.

**Positions Available:** Instructional Assistant and Research Assistant

* IAs assist faculty with the compilation of examinations, grading assignments, and other course-related duties as assigned. They are expected to record grades and assist with record keeping. The IA must also maintain regular office hours and be available for consulting with students.
* RAs assist faculty in tasks such as data collection and analysis, library research, and other research-related responsibilities as assigned.

**MINIMUM QUALIFICATIONS**

The Department of Anthropology at the University of North Texas sets high standards for its student employees, and compliance with these standards is a condition of employment. As an employee, you must possess the following qualifications/requirements:

* Must maintain a minimum grade point average of 3.5
* Must complete necessary training requirements
* Must develop and maintain effective working relationships with students, coworkers and supervisors
* Must be able to follow the Department’s policies and procedures with professionalism
* Must arrive on time, follow directions, and respond to requests promptly
* Must treat coworkers with respect
* Must be honest and dedicated in your work while maintaining a positive, enthusiastic attitude
* Must have ability to work independently as well as in a group environment
* Must maintain regular contact with supervisor

**NAME (first and last):**

**Semester Applying:**  **Year**

**STUDENT ID NO.:** **GPA:**

**ADDRESS:**

**(Street) (City, State, Zip)**

**MAIN PHONE NUMBER:** **OTHER NUMBER:** **E-MAIL:**

**CLASSIFCATION: MAJOR, IF OTHER THAN ANTHROPOLOGY:**

**IN-STATE OR OUT-OF-STATE RESIDENCY:**

**EXPECTED GRADUATION DATE:**

**SPECIAL INTERESTS, TALENTS, SKILLS:**

**LIST PREVIOUS WORK EXPERIENCE:**

**OR ATTACH RESUME/VITA**

**WHY ARE YOU APPLYING FOR THIS POSITION?**

**DO YOU HAVE A PREFERRED POSITION?**

**DO YOU HAVE AN INSTRUCTOR WHOM YOU PREFER TO WORK WITH?**

**IF YES, WHO AND WHY?**

**IF YOU HAVE PREVIOUSLY HELD AN INSTRUCTIONAL ASST. POSITION, WHAT INSTRUCTORS AND COURSES HAVE YOU BEEN ASSIGNED?**

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| --- | --- | --- | --- |
| **Course** | **Semester** | **Instructor** | **Delivered in BlackBoard?** |
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**UNDERGRADUATE ANTHROPOLOGY COURSES COMPLETED:**

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| **Course** | **Semester** | **Grade** | **Taken in BlackBoard?** |
| General Anthropology |  |  |  |
| Gender in Cross-Cultural Perspective |  |  |  |
| Introduction to Ethnic Studies |  |  |  |
| World Cultures |  |  |  |
| Culture and Society |  |  |  |
| Cultural Diversity |  |  |  |
| Introduction to Archaeology |  |  |  |
| Introduction to Physical Anthropology |  |  |  |
| North American Indian Cultures |  |  |  |
| African American Anthropology |  |  |  |
| American Culture and Society |  |  |  |
| Latinos in the U.S. |  |  |  |
| Asian Cultures |  |  |  |
| Mayan or Meso-American Culture |  |  |  |
| Oceania and Pacific Cultures |  |  |  |
| European Cultures |  |  |  |
| Middle East Culture |  |  |  |
| Course on other culture groups – specify: |  |  |  |
| Forensic Anthropology |  |  |  |
| Development of Anthropological Thought |  |  |  |
| Origins of Civilization |  |  |  |
| Applied Anthropology |  |  |  |
| Language and Culture |  |  |  |
| Anthropological Thought |  |  |  |
| Medical Anthropology |  |  |  |
| Culture and Sexuality |  |  |  |
| Public Health |  |  |  |
| Migrants and Refugees |  |  |  |
| Environmental Anthropology |  |  |  |
| Anthropology of Education |  |  |  |
| Violence and Terrorism |  |  |  |
| Symbolic Anthropology |  |  |  |
| Holistic Health and Alternative Healing |  |  |  |
| Cultural Issues of Health and Disease |  |  |  |
| Anthropology of Business |  |  |  |
| Race, Ethnicity and Identity |  |  |  |
| Urban Anthropology |  |  |  |
| Design Anthropology |  |  |  |
| Psychological Anthropology |  |  |  |
| Supernatural: Magic, Witchcraft & Religion |  |  |  |
| Gender and Violence |  |  |  |
| Media in Anthropology |  |  |  |
| Field Methods |  |  |  |

**GRADUATE ANTHROPOLOGY COURSES COMPLETED:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Course** | **Semester** | **Grade** | **Taken in Blackboard?** |
| Anthropological Thought and Praxis I |  |  |  |
| Anthropological Thought and Praxis II |  |  |  |
| Ethnographic and Qualitative Methods |  |  |  |
| Quantitative Methods |  |  |  |
| Prep for Practice and the Applied Thesis |  |  |  |
| Organizational Anthropology |  |  |  |
| Design Anthropology |  |  |  |
| Medical Anthropology |  |  |  |
| Public Health |  |  |  |
| Health Services Research |  |  |  |
| Migrants and Refugees |  |  |  |
| Environmental Anthropology |  |  |  |
| Anthropology of Education |  |  |  |
| Nature and Culture |  |  |  |
| Symbolic/Cognitive Anthropology |  |  |  |
| Evaluation in Anthropology |  |  |  |

**CLASS SCHEDULE:**

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| M | T | W | Th | F |
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**HOURS AVAILABLE TO WORK:**

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| --- | --- | --- | --- | --- |
| M | T | W | Th | F |
|  |  |  |  |  |

**Please save form to your computer and email to** [**mltanner@unt.edu**](mailto:mltanner@unt.edu) **for submission.**