Faculty of Law – Opportunities for teaching by PhD students

The Faculty of Law believes strongly that one of the most important aspects of the PhD program is to train future members of the academy and, as such, it supports opportunities for PhD candidates to teach law courses. Teaching is an important experience for doctoral students to enable them to hone their teaching skills and to appreciate more fully the broader issues that arise in legal education today.

PhD candidate teaching roster

In keeping with this philosophy, a teaching roster will be created and maintained by the Graduate Studies Office to provide the Deans and Vice-Deans (Academic) of Droit civil and Common Law with a list of potential candidates to contact when adjunct teaching opportunities arise that they feel can be appropriately discharged by PhD students. The Graduate Studies Office will maintain a roster of graduate students for the Deans and Vice Deans to consult, but the decision as to whether or not a graduate student is granted an adjunct teaching contract is in the sole discretion of the Dean or Vice-Dean of the Section concerned.

Although highly beneficial, teaching is not a compulsory component of the PhD program. Students can choose whether or not they would like to submit information to be included on the PhD candidate teaching roster.

Students who would like to be included on a roster for teaching opportunities must prepare a package containing the following:

1. a cover letter explaining his or her interest in teaching and how teaching opportunities at the Faculty fit into the candidate’s research/career objectives;

2. a list of subject areas that the student feels he or she is competent to teach and a paragraph outlining related courses and research in these areas;

3. language profile, including facility in listening, reading, oral communication, and writing;

4. a current curriculum vitae, which must include a section containing the details of prior teaching experience at the post-secondary level. Information to be included:
   - institution and faculty at which the course was taught
   - the language of instruction
   - the level (comm. college, undergraduate, graduate)
   - the number of credit hours
   - the approximate number of students
   - the course code and title
   - a brief course description
   - the method of evaluation used;

5. Current contact details: University of Ottawa e-mail (which will be used for all email correspondence), telephone (daytime and evening, if possible) and mailing address. The student must ensure this information is updated as necessary by informing the Graduate Studies in Law office.

6. For students with prior teaching experience, samples of teaching material such as syllabuses and course evaluations
7. Consent of the student’s supervisor in writing. This consent must confirm that it is the supervisor’s opinion that adjunct teaching a course in the academic year in question will not adversely affect the student’s academic progress, given the student’s stage in the program.

Students should submit their names and supporting documents for the teaching roster list via e-mail to the Admissions Officer, Graduate studies in Law at limphd@uOttawa.ca or directly to the Graduate Studies in Law Office, Room 301, Fauteux Hall by December 15 of every academic year.

To be included on the teaching roster in following academic years, students will be asked to re-submit their names and items 4, 5 and 7 (an updated CV, current contact details and the renewed consent of the student’s supervisor) every year by the deadline. Students are also strongly encouraged to update other information in the teaching roster as appropriate, as these are likely to evolve over the course of the program.