Hello:

This is Tim Whalen -- I'm with the Engineering Honors Program here at Purdue. The Engineering Honors Program is looking to hire a Graduate Teaching Assistant to join the Instructional Team for the courses ENGR 16100 & ENGR 16200 for the upcoming academic year (Fall 2023/Spring 2024). I am writing you today to ask if you are aware of any graduate students in your program who might be suitable for this position.

A little bit about the position: ENGR 16100/16200 is the honors version of the two course sequence taken by incoming FYE students. We teach engineering design principles, professional development, and basics of engineering analysis (specifically physics at the PHYS 17200 level). The students have been admitted into Purdue's Honors College or are members of our own Goss Scholars learning community, so we try to provide them with experiences that go above and beyond what students get in ENGR 13100/13200. GTAs in our course are responsible for helping the instructors run the course; in particular, they have a specific area of responsibility that they manage for us (running the course projects, managing our Peer TAs, etc.) Here are the qualifications we are looking for in our GTAs:

- They **must** have an undergraduate degree in an engineering discipline (any discipline is fine, but must be in engineering).
- We **prefer** that they have familiarity in as many of the following areas as possible, though we don't expect all of them:
  - programming in Python and/or MATLAB
  - CAD (any platform)
  - Microcomputers (e.g., Raspberry Pi) and/or microcontrollers (e.g., Arduino)
  - 3D printing
- It is desirable (but not required) that they have prior teaching assistant experience.
- If they happen to have a Purdue undergraduate degree, it is also desirable (but not required) that they are familiar with ENGR 16100/16200.

If you have any students in your grad program who are looking for support and might make good GTAs for us, I would be grateful if you could pass along this information to them. Thanks for your help.

Regards, TMW

PS: since we are not directly associated with a specific engineering grad program, I have to
solicit prospects from the college as a whole, and I am trying to expand our pool. I recognize that you may not be the correct person to contact regarding this, or that your program may handle graduate student support in such a way that requests like this are not appropriate. If there is someone else I should be contacting, or if you feel that it would not be useful to receive requests like this from me, please feel free to let me know and I will take the proper steps to be less annoying in the future!

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