College Lectureship in French (part-time)

Further Particulars

St. Peter’s College invites applications for a one-year, 3-hour College Lectureship in French for one year from 1 October 2024.

Applicants should have submitted, or be close to submitting, a doctoral dissertation in this subject. The position will be particularly suitable for an early career scholar seeking experience in college teaching and administration.

In the current academic year there are 17 undergraduates at St Peter’s reading for degrees involving French, including three currently on their Year Abroad. The postholder will work alongside Prof Daron Burrows and two French Language lecturers (shared appointments with Hertford College).

Full information about the College is available on the College website www.spc.ox.ac.uk.

1. Duties

The appointee will be expected to:

1. To share organisational responsibility for the undergraduate teaching in French.

2. To plan and provide tutorial teaching for up to an average of three weighted hours in each week of full term (eight weeks each). The appointee will be expected to teach:

   **First Year Prelims:**
   - Paper IIA: Unprepared Translation into English
   - Paper IIB: Prepared Translation into English from Prescribed Texts
   - Paper III: Short Texts
   - Paper IV: French Narrative Fiction

   **Final Honour School (Second and Fourth Years):**
   - Paper IIA: Translation from Modern French

   (Paper details can be found here: PRELIMS: https://canvas.ox.ac.uk/courses/216082; FHS: https://canvas.ox.ac.uk/courses/220635)

3. To ensure that students receive timely feedback on their work during term, both week by week and in termly reports, and to set and mark internal examinations (‘Collections’).

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1 Under the College’s weighting system for Stipendiary Lecturers, teaching hours are worked out on the basis of teaching students in pairs. Any hours spent teaching larger groups are counted as 1.2 hours, while any hours spent with individual students count as 0.8 hours. It is anticipated that most of the teaching undertaken by the post-holder will be in groups of four or five and thus the unweighted teaching hours will be fewer than three per week.
4. To take part in College undergraduate admissions procedures in French including reading UCAS forms, marking written work samples, and interviewing.

5. To undertake academic administration (e.g. the planning and organisation of students’ subject options; the endorsement of applications made by students for travel grants and other College assistance; the writing of references, the selection of books for the College Library etc.).

6. To undertake pastoral responsibilities in liaison with the College Welfare Team as necessary.

A more detailed guide to tutorial responsibilities and other information will be communicated to the successful candidate by the Senior Tutor following appointment.

2. Selection Criteria

The successful candidate will need to demonstrate that:

(i) have experience in teaching French language and literature at a level that would enable them to teach Oxford undergraduates in the courses listed above.

(ii) demonstrate the ability to be an effective and inspiring teacher of French, particularly to undergraduates of high ability in a tutorial system.

(iii) have the potential to discharge willingly and competently the full range of academic administrative duties, besides teaching, upon which the effective operation of French as a subject within the College depends.

(iv) have good communication and interpersonal skills.

(v) be prepared to undertake admissions training and other training as necessary.

3. Remuneration and conditions

Term of appointment
The period of appointment will be from 1 October 2024 to 30 September 2025.

Remuneration and other conditions
The salary will be pro rata on the Senior Tutors Committee scale for Stipendiary Lecturers. The current (2023-24) rate for a 3-hour post is £7,622 to £8,492 per annum (£635 to £708 per month). Lecturers of the College have access to an Entertainment Allowance; the allowance for this post will be £79 over the period of the appointment. College teaching rooms can be booked as necessary.

Pension scheme
The Lecturer will be automatically enrolled in the Universities Superannuation Scheme with effect from the start date of their employment; it is possible subsequently to opt out.

Senior Common Room
The successful candidate will be an associate member of the Senior Common Room and will be entitled to three free lunches or dinners per week in Full Term and two lunches per week during the vacation, provided the kitchens are open (they are occasionally closed for short periods, normally during the vacation). The successful candidate will not be a member of the College’s Governing Body.
4. **Application procedure**

Candidates should send a letter of application, which includes a statement of which papers they are able to teach, together with a CV and the name and contact details of one referee electronically to the Fellows’ Secretary (**academic.appointments@spc.ox.ac.uk**) by **12noon on Tuesday 11 June 2024**. (There is no application form.) Candidates should ask their referee to write on their behalf to the same email address by the closing date.

Please include the words ‘College Lectureship in French’ in the subject line of all email correspondence.

It is expected that interviews will take place on **Thursday 20 June 2024** with invitations to interview being issued late the previous week.

Informal queries can be addressed to Prof Daron Burrows (**daron.burrows@spc.ox.ac.uk**).

St Peter’s College is an equal opportunities employer.

The appointment will be subject to the provision of proof of the right to work in the UK.

May 2024