Further Particulars

St. Peter’s College invites applications for a two-term College Lectureship in Medieval History available over two terms with effect from 1 January 2019. Applicants should have submitted, or be close to submitting, a doctoral dissertation in History.

The College currently admits circa ten undergraduates a year to read History or Joint Schools with History. The appointee will work alongside Professor Stephen Baxter and Dr Stephen Tuffnell, the College’s Tutorial Fellows in History.

Full information about the College is available on the College website [www.spc.ox.ac.uk](http://www.spc.ox.ac.uk).

1. General

The person appointed to the post will be expected to teach the equivalent of two hours of tutorials or classes for the College each week during across Hilary and Trinity term 2019. The split of teaching is expected to be weighted toward Hilary term (with approximately three hours teaching that term, and one hour in Trinity term).

2. Tutorial Responsibilities of the Lecturer

The main responsibilities of the Lecturer will be as follows:

(a) To plan and provide tutorial teaching for an average of two weighted hours in each week of full term.

   The appointee will be expected to teach the following papers:
   - EWH2 for Prelims (Medieval Christendom & its Neighbours, 1000-1300)
   - EWH3 for Finals (The Central Middle Ages, 900-1300)

   It is not essential but would be advantageous if the candidate could also teach one of the two following papers:
   - HBI1 for Finals (The Early Medieval British Isles, 300-1100)
   - HBI2 for Finals (The British Isles in the Central Middle Ages, 1000-1330).

(b) To assist Prof. Tuffnell in teaching four seminars for the Disciplines in History paper (Making Historical Comparisons strand). Experience of teaching this paper is not essential.

Details about these papers can be found on the Oxford History Faculty website: [http://www.history.ox.ac.uk](http://www.history.ox.ac.uk). The Disciplines of History paper will be taught in a class of about 6 students. The other history papers will be taught in tutorials, usually consisting of 1-3 students.
(c) To assist Prof. Tuffnell in the delivery of study skills seminars for undergraduate historians (three sessions per term).

(d) 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’) where appropriate.

(e) To undertake day-to-day academic administration to support and enhance undergraduate education (e.g. 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.).

(i) To undertake pastoral responsibilities for History students in consultation with other History tutors at St Peter’s and in liaison with the College Welfare Team. Attendance is strongly encouraged at College events to which Lecturers are invited.

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

3. **Criteria for appointment**

To be successful, candidates will need show that they meet the following selection criteria:

(i) To have completed or be close to completing a doctorate in History in a topic relevant to the teaching range required.

(ii) To have experience in teaching some of the papers listed above.

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

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

(v) To be able to contribute to the work of the team of academic staff in History at St Peter’s.

4. **Remuneration and Conditions**

*Term of appointment*

The appointment will be for a fixed term of six months, from 1 January to 30 June 2019.

*Remuneration and other conditions*

The salary will be pro rata on the Senior Tutors Committee scale for Stipendiary Lecturers. The rate for a 2-hour post is £4,504 to £5,066 per annum (£375 to £422 per month). Stipendiary Lecturers of the College have access to an Entertainment Allowance at the rate paid to Official Fellows calculated pro rata according to stint. The allowance for this post will be £23 over the period of the appointment.

*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 two 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). They will not be a member of the College’s Governing Body.

5. Application procedure

Candidates should send a letter of application describing their teaching experience, together with a curriculum vitae and the names and contact details of two referees (one of whom should be the current doctoral supervisor if applicable) electronically to academic.appointments@spc.ox.ac.uk (contact telephone 01865 278857) by **12noon on 30 November 2018.** (There is no application form.)

Candidates should ask their referees to write on their behalf to academic.appointments@spc.ox.ac.uk by the closing date.

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

It is expected that shortlisted candidates will be invited to attend an interview on 13 December.

General queries can be sent to Prof Stephen Baxter ([Stephen.baxter@spc.ox.ac.uk](mailto:Stephen.baxter@spc.ox.ac.uk)).

St Peter’s is an equal opportunities employer.

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

October 2018