College Lectureship in Biological Sciences

Further Particulars

St. Peter’s College invites applications for a fixed-term part-time College Lectureship in Biological Sciences for a period of seven months starting on 1 October 2020. It is expected that applicants will have submitted, or be close to submitting a doctorate. We particularly welcome applicants who hold Career Development or similar Research Fellowships in Oxford but do not yet have a formal College attachment and wish to gain teaching experience. The appointment is to provide teaching cover during the maternity leave of Dr Catherine Head.

The College currently aims to admit four or five undergraduate students per year in Biology. Full information about the College is available on the College website www.spc.ox.ac.uk.

1. General

The person appointed to the post will fulfill the role of organising tutor in Biological Sciences (in close liaison with Prof Michael Bonsall who is the College’s Official Fellow in Biological Sciences, fully bought-out to serve as the MPLS Division’s Associate Head (Education)). They will be expected to teach the equivalent of up to four hours of tutorials and classes for the College each week during the term, worked out on the expectation that students will be normally taught in pairs. A shared room will be made available for teaching purposes.

2. Duties

The main responsibilities of the Lecturer will be as follows:

1. To hold organisational responsibility for the teaching of undergraduate Biology / Biological Sciences students in the College. Details of the Biology / Biological Sciences programmes can be found here: https://www.biology.ox.ac.uk/.

2. To plan and provide tutorial teaching for up to an average of four weighted hours\(^1\) in each week of full term (eight weeks each). The appointee will be expected to teach ecology, evolution and animal behaviour but candidates with experience in other relevant areas are also invited to apply.

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’).

4. To take part in College undergraduate admissions procedures in Biology including reading

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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.)
UCAS forms, attending departmental admissions meetings organised by the relevant Departments 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.

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

2. Criteria for appointment

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

(i) be a dedicated and inspiring teacher of Biological Sciences with a willingness to contribute to the intellectual culture of Biological Sciences within the College;

(ii) an ability to teach ecology, evolution and animal behaviour;

(iii) have a commitment to tutorial teaching and the ability to inspire students both individually and in groups;

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

(v) have good communication and interpersonal skills.

(vi) be prepared to undertake admissions training if necessary.

3. Remuneration and Conditions

Term of appointment
The appointment will be for a fixed term of seven months starting on 1 October 2020.

Remuneration and other conditions
Remuneration will be pro rata on the Senior Tutors Committee scale for Stipendiary Lecturers. The rate for a 4-hour post is £9,170 to £10,314 per annum (£764 to £860 per month). The appointee will have access to an entertainment allowance of £55 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 four free lunches or dinners per week in Full Term and two lunches per week during the vacation, provided that 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 but will be invited to attend as an observer, in their capacity as organising tutor for Biological Sciences.
4. Application procedure

Candidates should send a letter of application, together with a curriculum vitae and the names and contact details of two referees electronically to academic.appointments@spc.ox.ac.uk by 12noon on Thursday 4 June 2020. (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 ‘Biological Sciences Lecturership’ in the subject line of all email correspondence.

It is expected that shortlisted candidates will be invited to attend an interview on the afternoon of Tuesday 16 June 2020.

Informal queries can be addressed to Prof Michael Bonsall (michael.bonsall@zoo.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.

May 2020