College Lecturership in Music (part-time)

Further Particulars

St Peter’s College invites applications for a two-term College Lecturership (4-hour) in Music. Applicants should have completed (or be about to complete) a doctoral dissertation in this subject and be able to teach a number of core papers for Prelims and the Final Honour School in Music. This is a fixed-term post pending a permanent appointment in the subject. The appointee will work alongside Dr Rachel Moore and Dr Andrew Gant.

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 be expected to teach the equivalent of four hours of tutorials or classes for the College each week during both terms and to maintain oversight of the academic progress and pastoral care of first and second year students. A shared room will be made available for teaching purposes.

2. Tutorial responsibilities of the Lecturer

The main responsibilities of the Lecturer will be as follows:

1. To hold organisational responsibility for the teaching of first and second year undergraduate Music students in the College, keeping in close touch with the Faculty of Music and working in association with the College’s other Stipendiary Lecturers in Music, Dr Rachel Moore and Dr Andrew Gant, and the part-time Director of Music, Professor Edward Higginbottom (whose principal role is to lead the College’s choir).

2. To plan and provide tutorial teaching for up to an average of four hours in each week of full term (eight weeks total), teaching some of the following papers:

   1st year Prelims papers:
   Special Topics in Music History
   Foundations in the Study of Music
   Introduction to Music Ethnography
   Supervision of Extended Essays

   Final Honour School (second years):
   Compulsory Topics I and II (post-1700 topics)
   Portfolio supervision (dissertation, edition with commentary, analysis portfolio etc)

   The outline course structure is given on the Music Faculty website: http://www.music.ox.ac.uk/apply/undergraduate/course-structure/

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’).
5. To undertake day-to-day academic administration (e.g. the planning and organisation of Y1 and Y2 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 for first and second year students in liaison with other Music tutors and the College Welfare Team. Attendance is very strongly encouraged at College events to which Lecturers are invited.

A more detailed guide to tutorial responsibilities and other information will be provided to the successful candidate by the Senior Tutor on 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 about to complete) a doctorate in Music.

(ii) To have experience in teaching music at a level that would enable the applicant to teach Oxford undergraduates in some of the courses listed above.

(iii) To demonstrate the ability to be an effective and inspiring teacher of Music, 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 Music as a subject within the College depends.

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

4. **Remuneration and Conditions**

**Term of appointment**
The period of appointment will be from 1 January 2020 to 30 June 2020.

**Remuneration and other conditions**
The salary 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). 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 £47 over the period of the appointment.

A shared room will be available within the College for teaching purposes.

**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 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, together with a curriculum vitae and the names and contact details of two referees to academic.appointments@spc.ox.ac.uk (contact telephone no. 01865 278857) by 12 noon on Tuesday 3 December 2019. (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.

It is expected that shortlisted candidates will be invited to attend an interview on Friday 13 December 2019, with invitations to interview being sent no later than Monday 9 December 2019.

Informal enquiries about this appointment may be addressed to the Senior Tutor, Prof Balazs Szendroi (balazs.szendroi@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.

November 2019