College Lectureship in Politics (part-time)

Further Particulars

St. Peter’s College invites applications for a part-time, fixed-term College Lecturership in Politics from 1 October 2019 to 30 September 2020. The lecturership will cover part of Dr Hartmut Mayer’s teaching and organisational duties while Dr Mayer has leadership responsibilities within the wider University.

Applicants should have submitted, or be close to submitting, a doctoral dissertation in Politics or related fields.

The College currently admits about nine undergraduate students to read Politics, Philosophy and Economics (PPE) each year and also accepts students studying History & Politics. A number of Visiting Students each year also study PPE or Politics.

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

1. General

The successful applicant will be expected to provide tutorial teaching for up to an average of five hours in each week of full term. The appointee will also be asked to assist with the administration of teaching and the direction of undergraduate studies in Politics, working closely with Dr Ricardo Soares de Oliveira, Tutorial Fellow in Politics, for which an additional stipendiary hour is included.

2. Tutorial Responsibilities of the Lecturer

The main responsibilities of the Lecturer will be as follows:

1. To share organisational responsibility for the undergraduate schools involving Politics (Philosophy, Politics & Economics (PPE) and History & Politics). St. Peter’s also has a successful visiting student programme with several politics students joining the college every year. The post-holder will be required to organise teaching for visiting students in politics.

2. To plan and provide tutorial teaching for up to an average of five weighted hours\(^1\) in

\(^1\) 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.)
each week of full term (eight weeks total) as follows:

a) 1st Year Politics Prelims Teachings (in particular the Practice of Politics part of the Prelims Syllabus)

b) Final Honour School (second and third year students):
   - Comparative Government (core paper) or
   - British Politics and Government (core paper)

c) One or two Politics option papers from the PPE syllabus.

Details about these courses can be found here:

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 participate in College admissions procedures including reading UCAS forms, marking written work samples and interviewing (in December 2019).

5. To undertake day-to-day academic administration (e.g. the planning and organization 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. Attendance is strongly encouraged at College events to which Lecturers are invited.

7. To act as College Advisor to St Peter’s College graduate students reading for higher degrees in politics and cognate subjects (this is in addition to the graduate student’s supervisor, appointed by the University, who is responsible for directing the academic work of the student). The College Advisor is available as a source of help and advice, which may concern academic matters in a broad sense, but may also be required in connection with pastoral issues. (This role would depend on the level of experience of the successful applicant, and would not, for example, be required of an appointee whose own doctorate was not yet completed.)

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 Politics or a related field in a topic relevant to the teaching range specified for this post.
(ii) To have experience in teaching some of the courses listed above.

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

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

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

4. Remuneration and Conditions

Term of appointment
The period of appointment will be from 1 October 2019 to 30 September 2020.

Remuneration and other conditions
Remuneration will be pro rata on the Senior Tutors Committee scale for Stipendiary Lecturers. The rate for a 6-hour post is £13,513 to £15,198 per annum (£1,126 to £1,267 per month). The appointee will have access to an entertainment allowance of £139 per annum. A shared room will be made available 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 six 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.

5. 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 (contact telephone 01865 278857 by 12noon on Tuesday 27 August 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.

Please include the words ‘Politics Lectureship’ in the subject line of all email correspondence.
It is expected that shortlisted candidates will be invited to attend an interview on Monday 9 September 2019, with invitations to interview being sent the previous week.

General queries can be sent to Dr Ricardo Soares de Oliveira (ricardo.soaresdeoliveira@politics.ox.ac.uk) or Dr Hartmut Mayer (hartmut.mayer@spc.ox.ac.uk).

St Peter’s is an equal opportunities employer.

July 2019