College Lectureship in Politics and International Relations (part-time)

Further Particulars

1. General
St. Peter’s College invites applications for a part-time College Lectureship in Politics and International Relations, available for two years (renewable for a third year subject to funding) with effect from 1 October 2017. Applicants should have completed (or be about to complete) a doctoral dissertation in Politics, International Relations or related fields. This is a fixed-term appointment, intended to cover teaching during a secondment of Dr Hartmut Mayer, Official Fellow and Tutor in Politics and International Relations, who will be taking up leadership responsibilities within the wider University.
Closing date: 6 July 2017
Interview date: 18 July 2017

The successful applicant will be expected to provide tutorial teaching for up to an average of eight 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.

2. Tutorial Responsibilities of the Lecturer

The main responsibilities of the Lecturer will be as follows:

1. To share organizational 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 organize teaching for visiting students in politics.

2. To plan and provide tutorial teaching for up to an average of eight hours in each week of full term (eight weeks total) as follows:

   Required:

   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):
      International Relations (core paper Politics 214)
      International Relations in the Era of the Cold War (option paper Politics 213)

   Desired
   The ability to teach further option papers in International Relations (such as Politics 212) or any of the regional option papers such as Politics of the European Union, Politics of the Middle East or Politics of Latin America (all these are option paper) would be an advantage.

Details about these courses can be found on the Department of Politics and International...
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, at the request of the Politics Fellow, in College admissions procedures including reading UCAS forms, marking written work samples and interviewing.

5. To undertake 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 Adviser 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 International Relations, 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

The appointment(s) will be for a fixed period from 1 October 2017 to 30 September 2019. There might be the possibility for renewal for one more year, subject to the availability of funding. Remuneration will be on the Senior Tutors Committee scale for Stipendiary Lecturers (pro rata). The rate for an 8-hour post is £17,368 to £19,534 per annum. 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 £176 per annum. Stipendiary Lecturers are eligible to join the Universities Superannuation Scheme and to subscribe to the Oxford Colleges Healthcare Scheme.

The successful candidate will be an associate member of the Senior Common Room and will be entitled to eight free lunches and 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 do not become a member of the College’s Governing Body.

5. St Peter’s College

St Peter’s College was founded in 1928. The College currently comprises a Master and 40 Fellows in a wide range of subjects, about 180 graduate and 350 undergraduate students, and about 90 College staff. The buildings, in a central but quiet location on the site of the medieval New Inn Hall, range in date from Linton House of 1794 and Canal House of 1828 - both former headquarters of the Oxford Canal Company - through the former parish church of St Peter-le-Bailey, built in 1874 and now the College Chapel, to residents’ blocks of the 1930s, 1970s and 1980s. There are further residents’ blocks, of the 1990s, within five minutes’ walk and other building projects are currently in progress. Further information about the College is available at [http://www.spc.ox.ac.uk](http://www.spc.ox.ac.uk).}

6. Application procedure

Those wishing to apply for this post should send a letter of application, together with a curriculum vitae and the names and contact details of two referees to college.secretary@spc.ox.ac.uk, tel 01865 278864 / 278857 by **12.00 noon on Thursday 6 July 2017**. The letter of application should contain a statement of the candidate’s teaching range in relation to the needs of the College, as specified above.

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

**Please include the words ‘Politics Lectureship’ in the subject line of all email correspondence (for both applications and references).**

It is expected that interviews will be held at St Peter’s on 18 July 2017.

Any enquiries related to these Further Particulars should be directed in the first instance to hartmut.mayer@spc.ox.ac.uk

June 2017