

**BRASENOSE COLLEGE AND ST ANNE'S COLLEGE
UNIVERSITY OF OXFORD**

**FURTHER PARTICULARS FOR THE
FIXED-TERM STIPENDIARY LECTURESHIP IN ANCIENT HISTORY**

Applications are invited for a five-month Fixed-Term Stipendiary Lectureship in Ancient History at Brasenose and St Anne's Colleges, Oxford. The post is tenable from 1 October 2013. This is a teaching-only post and the combined salary will be between £12,383 to £13,297 per annum pro rata (current rates), plus allowances.

The appointee will have the option of becoming or remaining a member of the Universities Superannuation Scheme (USS).

This is a fixed-term post to provide sabbatical cover for Dr Ed Bispham. Consequently, candidates must be available at the specified start date.

The Stipendiary Lecturer will plan, direct and teach the college-based Ancient History components of the Literae Humaniores (Lit. Hum.), Ancient and Modern History (AMH), and Classical Archaeology and Ancient History (CAAH) undergraduate degree courses at the two colleges. Teaching requirements will be three hours per week at Brasenose and three hours per week at St Anne's, averaged over 16 teaching weeks.

Tutorial teaching is required for the following papers:

- period papers for EITHER Greek OR Roman history for Lit. Hum., AMH, and CAAH (as specified in the Exam Regulations)
- Texts and Contexts for Classics Mods

An ability to teach some of the topic papers specified for Lit. Hum., AMH, and CAAH would also be advantageous.

The Stipendiary Lecturer will undertake all the normal duties of an undergraduate tutor, including mentoring and pastoral oversight, writing references, writing termly reports, attending end of term collections, setting and marking college exams and providing feedback, organising teaching timetables, organising and attending start of term meetings, organising and attending student functions and relevant college events. The Stipendiary Lecturer will also be required to organise tuition in Ancient History and Classical Archaeology for students in both colleges.

The undergraduate admissions duties associated with the post are: organisation and attendance at college open days and assistance with the development of other outreach material and processes, communication with potential candidates if required, preparation for the annual admission process, including analysis of candidates and attendance of meetings, and preparing interview timetables. At Brasenose College the

Stipendiary Lecturer will also take a role in admissions interviews for Ancient and Modern History.

The appointee may also be required to act as College Adviser (as distinct from Academic Supervisor), to some of the graduate students in the College, taking an interest in their welfare and progress.

Brasenose encourages its College Lecturers to participate in annual personal development planning meetings. In addition, the College offers undergraduates the opportunity to give feedback on Tutorial and class teaching each year. The current system consists of Academic Feedback Sessions, whereby groups of students studying the same subject meet in a structured session.

The Fellow will be entitled to two lunches or dinners at common table at Brasenose, and three free lunches or dinners at St Anne's, per week, when the College kitchens are open. An entertainment allowance of £88 and an academic allowance of £92 is also payable by Brasenose. For details of allowances offered by St Anne's, contact the College Secretary & Registrar (Mrs Nicola Crowley, academic.administrator@st-annes.ox.ac.uk).

Selection

The selection criteria for the post are as follows:

- Evidence of the ability to teach undergraduate students at the highest level.
- Evidence of the ability, and willingness, to undertake all administrative, pastoral and similar duties required in the post
- A willingness to contribute to general college intellectual life and governance
- A doctorate in a relevant subject is preferred but applicants studying for a doctorate will be considered who are close to completion

Equal Opportunities Policy

The colleges of Oxford University are equal opportunities employers. They will work to remove any barriers, real or perceived, which might deter people of the highest quality from applying to the colleges as staff. Entry into employment and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her gender, marital or civil partnership status, sexual orientation, religion or belief, racial group, age or disability.

To comply with UK employment legislation the successful candidate will be required to provide documentary evidence of his or her eligibility for employment before taking up the post.

Applications

The closing date for applications is **noon on Friday 17th May 2013**. Candidates should submit a completed application form, recruitment monitoring form, letter of application and curriculum vitae (including the names, addresses and telephone numbers of two referees), and statements covering their research interests and activity, and teaching and other relevant experience. Applications should be sent to Mr Henry Jestic, College Academic Administrator, Brasenose College, Oxford OX1 4AJ (college.office@bnc.ox.ac.uk). Candidates should ask their referees to write directly to Mr Jestic, also by Friday May 17th 2013.