

BRASENOSE COLLEGE & ST ANNE'S COLLEGE, UNIVERSITY OF OXFORD

10-HOUR STIPENDIARY LECTURER IN ANCIENT HISTORY FURTHER PARTICULARS

The Appointment

Applications are invited for a Stipendiary Lecturer in Ancient History at Brasenose College, Oxford. The post is tenable from 1st October 2024 to 30th September 2025. This is a teaching-only post and the salary scale will be within the range of £25,406 - £28,305 per annum, plus allowances, according to qualifications and experience. Note that this is not a full-time role and the salary reflects this. The appointee will have the option of becoming or remaining a member of the Universities Superannuation Scheme (USS).

The salary range will require candidates to demonstrate that they possess the right to work in the UK since the salary will not meet the UKBA's minimum threshold to enable a Skilled Worker Visa appointment. Since this is a teaching-only position, candidates must also be available to start by the specified start date.

Brasenose College

Brasenose College is one of the older foundations in the University of Oxford. Across all years within the College, there are approximately 375 undergraduates and 250 graduates. The College's senior members comprise the Principal, Fellows (43 of whom are trustees and constitute the Governing Body), and College Lecturers. The College's paramount objective is the pursuit of academic excellence for the public benefit and it is concerned to foster research as well as high-quality teaching. The College has a substantial library, mainly for undergraduate use, and well-developed IT provision. Further information about the College can be found at www.bnc.ox.ac.uk.

The College has a reputation for being open and friendly and we are keen to be inclusive, encouraging applicants from a diverse range of backgrounds. As a Stipendiary Lecturer, you will be welcomed into the Brasenose community, and through our various events, and especially over lunch (which is very popular and well-attended), you would have the chance to interact with a broad range of other academics across many different disciplines. The appointment offers scope to get as involved in the social and intellectual life of the College as you

wish. Throughout the year, there are also opportunities to invite guests – a hospitality allowance (detailed below) encourages academics to do this. Brasenose also seeks to be a family-friendly employer and wherever possible will consider a flexible approach to work.

Brasenose admits seven students per year to study Classics plus a further student in most years studying Ancient and Modern History. The College also admits graduate students of high caliber studying for the M.Phil. and D.Phil. in Classics.

St Anne's College

One of the largest Colleges in the University of Oxford, with around 465 undergraduate students and 860 students in total, St Anne's is known for being down-to earth, ambitious, outward facing and collaborative. We aspire to understand the world and change it for the better.

Established in 1879 to enable women from all backgrounds to access an Oxford education, the College is committed to securing our legacy and future by being a diverse and inclusive community that is the home of choice for the brightest and most ambitious from all backgrounds, including those who may think that Oxford is not for people like them.

Our community includes undergraduate and graduate students, academics involved in world leading research and teaching, and staff from a wide range of professional backgrounds. Helen King, our Principal since 2017, is a graduate of St Anne's who took on the role after a thirty-year career in policing, including as an Assistant Commissioner in the Metropolitan Police.

As a Charity and one of the more modern Colleges, our finances depend upon a diverse range of income streams including a successful vacation conference business and the generosity of our worldwide network of committed alumnae and donors.

At St Anne's we are committed to sustainability and our collective responsibility to preserving the environment. We are working in support of the University of Oxford's target of being carbon net neutral and biodiversity net gain by 2035.

For further information about the College, please visit <http://www.st-annes.ox.ac.uk>.

St Anne's has two tutorial fellows and normally one college lecturer in Classics, three tutorial fellows in History, and one Ancient History college lecturer (this post). Classics typically has an undergraduate intake cohort of around six students; 10 students in each year typically study History, Ancient and Modern History, or History with another subject like Economics or Politics. We also have students studying History and a Modern Language. There are around 14 students reading for advanced degrees in History or Ancient and Modern History, and around two reading for advanced degrees in Classics, at any one time. The College also attracts around five History, Ancient and Modern History, or Classics students a year from overseas, who are non-matriculated Visiting Students.

Duties

The person appointed will co-ordinate with Prof. Simon Shogry, Dr Sophie Bocksberger, Prof. Matthew Leigh and Prof. Roger Crisp, and the Modern History Tutors in each college to 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; and organize the teaching of archaeology options for the same degrees. 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 course Handbooks)
- EITHER GREEK or ROMAN history options for Lit. Hum., AMH and CAAH FPE

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

He or she will also be responsible for arranging tuition in Classical Archaeology (co-ordinating with Dr Damian Robinson); and for overseeing students' option choices in Classical Archaeology and Ancient History. The Lecturer may also be required to participate in student admissions and to assist generally in the running of Classics and Joint Schools in collaboration with the subject tutors.

A weighting system moderates the amount of contact time needed to fulfil the teaching obligation. For Tutorials given to one student the weight is 1, for two students it is 1.25, and for three or more students the weight is 1.5. As far as possible, the tutorial teaching will be provided to pairs of students. Consequently, teaching hours can normally be expected to range between seven

and eight contact hours per week over three eight-week Terms, but may exceed this slightly depending on the pattern of teaching.

Teaching requirements will be five weighted hours per week at Brasenose and five weighted hours per week at St Anne's, averaged over the 8 teaching weeks of each term. Some exchange of teaching with colleagues in other colleges may be possible to fulfil the ten weighted hours, and is often desirable in order to enable undergraduates to be taught by experts in their range of options.

The Stipendiary Lecturer will work alongside Prof Shogry, Dr Bocksberger, Prof Leigh, Prof Crisp, and other academic staff, including the Modern History Tutors. They will be expected to play an active part in the life of the Colleges, sharing in the general responsibilities towards Classics and Ancient and Modern History teaching. They 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, and organising and attending relevant start of term meetings.

The undergraduate admissions duties associated with the post are: participation in College open days; communication with potential candidates if required; preparation for the annual admission process, including analysis of candidates and attendance of meetings, and participating in interviews at both colleges.

Brasenose encourages its College Lecturers to participate in annual personal development planning meetings. In addition, the colleges offer undergraduates the opportunity to give feedback on Tutorial and class teaching each year. The current system consists of termly individual electronic feedback.

Selection Criteria

The selection criteria for the post are:

1. A high quality of education and training at first-degree and postgraduate level in the appropriate areas of Ancient History (essential). A doctorate in subject is preferred but applicants studying for a doctorate in the subject who are close to completion will be considered.
2. It is essential that the successful candidate has experience of teaching the following papers or their equivalents:

- period papers for EITHER Greek OR Roman history for Lit. Hum., AMH, and CAAH (as specified in the course Handbooks)
- EITHER GREEK or ROMAN history options for Lit. Hum., AMH and CAAH FPE

An ability to teach some of the topic papers specified for Lit. Hum., AMH, and CAAH would also be advantageous. The CV and covering letter should provide full details of relevant teaching experience.

For more information about the course and associated teaching see:

<https://www.classics.ox.ac.uk/ancient-and-modern-history>

3. The successful candidate will show evidence of an ability and willingness to participate in the full range of pastoral, administrative and similar duties required in the post.

4. The successful candidates must be available to start at the advertised start date since this post is covering a period of Sabbatical leave.

Notice Period and Probation

The Stipendiary Lectureship is offered on a fixed term basis to cover the research leave of Dr Ed Bispham. The appointment will end on 30th September 2025 unless the College for operational reasons ends the post sooner. It should be noted that the expectation is that the entire period of each University Term of this Lectureship will be worked. Should exceptional circumstances arise, one month's notice may be given by either party, or such longer notice as is required by statute. A letter of resignation should be addressed to the Senior Tutor.

The College reserves the right to end employment without notice or payment in lieu of notice in cases of summary dismissal on grounds of gross misconduct.

Right to Work

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.

The appointment will be subject to satisfactory provision of proof of the right to work in the UK. Applicants who would need a work visa if appointed to the post are asked to note that under the UK's new points-based migration system they will need to demonstrate that they have sufficient points, and in particular that:

(i) they have sufficient English language skills (evidenced by having passed a test in basic English, or coming from a majority English-speaking country, or having taken a degree taught in English)

and

(ii) that they have sufficient funds to maintain themselves and any dependents until they receive their first salary payment.

Further information is available at:

<https://www.gov.uk/browse/visas-immigration/work-visas>

Remuneration

Stipend. The salary scale will be within the range £25,406 - £28,305 per annum, plus allowances, according to qualifications and experience. The figure will be adjusted in line with any reviews of the University's recommended salary scale for College Lecturers that may occur during the tenure of the post.

Allowances. The Stipendiary Lecturer will be entitled to five lunches or dinners per week free of charge at common table at Brasenose, when the College kitchens are open during Term and the vacations, and two high table lunches per week in term time at St Anne's. Brasenose College will provide a Hospitality Budget (currently £236 p.a.) and an Academic Budget (currently £370 p.a.).

Further Research Support. Continuing Stipendiary Lecturers with stints equal or greater than four hours are entitled to apply to Brasenose College's research fund for additional research support and all Stipendiary Lecturers are entitled to apply to St Anne's College's research fund for research support.

Medical Questionnaire

The appointment is subject to the satisfactory completion of a medical questionnaire if required.

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.

HOW TO APPLY

The closing date for applications is **noon on Tuesday 28th May**. Candidates should submit the following documents via our online portal, <https://submit.bnc.ox.ac.uk>, using the Applications for Academic Appointments box:

1. A completed application form.
2. A letter of application, which should include statements of what they are able to teach, their research interests and activity, and other relevant experience.
3. A curriculum vitae (including the names, addresses and telephone numbers of two academic referees).

References: applicants should provide the names and contact details of two referees. The College will contact the referees of candidates shortlisted for interview to request a reference.

Queries about the application process can be sent to Mr Henry Jestico, College Academic Administrator, Brasenose College, Oxford OX1 4AJ (college.office@bnc.ox.ac.uk).

Timetable for applications and appointment

The timetable for making the appointment is as follows:

- (a) The final date for the receipt of applications and references is **noon on Tuesday 28th May 2024.**
- (b) A short-list will be drawn up shortly afterwards. Candidates are asked to provide a telephone and email address, indicating where they can be reached during the week beginning 27th May.
- (c) Interviews will be held during the week commencing 3rd June (likely to be on Wednesday 5th).

Informal enquiries about this post should be made to Dr Ed Bispham (ed.bispham@bnc.ox.ac.uk).

Data Protection

All data supplied by applicants will be used only for the purposes of determining their suitability for the post and will be held in accordance with the principles of the General Data Protection Act 2018. In accordance with the GDPR 2018 please see the relevant privacy notice on the website.

https://www.bnc.ox.ac.uk/downloads/GDPR/PrivacyNotice_AcademicandNonAcademicStaffApplicant.pdf

Disclaimer

This summary of terms and conditions is provided for information purposes and the contents do not constitute a contract of employment.