



Job description and selection criteria

Job title	Teaching Fellow in Italian (Part-time)
Division	Humanities
Department	Faculty of Medieval and Modern Languages Sub-faculty of Italian
College	
Location	41/47 Wellington Square
Grade and salary	Grade 6: £27,057 - £32,277 (with discretionary range to £35,256) pro-rata
Hours	Part-time – 0.2FTE
Contract type	Fixed-term (1 October 2015 – 30 June 2016) to cover a vacancy in a post
Reporting to	Chair of the Medieval and Modern Languages Faculty Board
Vacancy reference	119273
Additional information	

Introduction

The University

The University of Oxford is a complex and stimulating organisation, which enjoys an international reputation as a world-class centre of excellence in research and teaching. It employs over 10,000 staff and has a student population of over 22,000.

Most staff are directly appointed and managed by one of the University's 130 departments or other units within a highly devolved operational structure - this includes over 6,500 'academic-related' staff (postgraduate research, computing, senior library, and administrative staff) and over 2,700 'support' staff (including clerical, library, technical, and manual staff). There are also over 1,600 academic staff (professors, readers, lecturers), whose appointments are in the main overseen by a combination of broader divisional and local faculty board/departmental structures. Academics are generally all also employed by one of the 38 constituent colleges of the University as well as by the central University itself.

Our annual income in 2012/13 was £1,086.9m. Oxford is one of Europe's most innovative and entrepreneurial universities: income from external research contracts exceeds £436.8m p.a., and more than 80 spin-off companies have been created.

For more information please visit <http://www.ox.ac.uk/about>

The Humanities Division

The Humanities Division is one of four academic divisions in the University of Oxford, bringing together the faculties of Classics; English; History; Linguistics, Philology and Phonetics; Medieval and Modern Languages; Music; Oriental Studies; Philosophy; and Theology and Religion, as well as the Ruskin School of Art. The Division has over 500 members of academic staff, approximately 4,100 undergraduates (more than a third of the total undergraduate population of the University), 1,000 postgraduate research students and 720 students on postgraduate taught courses.

The Division offers world-class teaching and research, backed by the superb resources of the University's libraries and museums, including the famous Bodleian Libraries, with their 11 million volumes and priceless early book and manuscript collections, and the Ashmolean Museum of Art and Archaeology. Such historic resources are linked to cutting-edge agendas in research and teaching, with an increasing emphasis on interdisciplinary study. Our faculties are among the largest in the world, enabling Oxford to offer an education in Arts and Humanities unparalleled in its range of subjects, from music and fine art to ancient and modern languages. For more information please visit: www.humanities.ox.ac.

The Faculty of Medieval and Modern Languages

The Faculty is one of the leading centres for the study of European language, literature, and culture world-wide, offering expertise in the entire chronological range from the earliest times to the present day, and with specialists in film studies, cultural studies, history of the book, and cultural history as well as languages and literatures. The Faculty offers expertise in Celtic languages (Welsh and Irish), French, German, Italian, Modern Greek, Spanish, Portuguese, Russian, Polish and Czech, as well as in a range of other languages spoken in Europe. Colleagues across the various languages work together in various interdisciplinary projects and research centres, which bring specialists in language and literature together with historians, philosophers, and social studies scholars.

The Faculty is partly college-based, and partly housed in University buildings in Wellington Square, where some academic staff and the Faculty's administrative staff have offices, and at the Taylor Institution in St Giles' where some teaching takes place and the main Faculty and research library is based. The Taylor Institution, a fine nineteenth-century building sharing with the Ashmolean Museum a commanding site on St Giles', contains both the Taylorian Library, the largest and best resourced Modern Languages library in the country, and the Faculty's largest teaching rooms.

Modern Languages at Oxford has been ranked top in the world in the last two QS World University rankings.

The Faculty is divided into seven sub-faculties: French, German, Italian, Portuguese, Russian and other Slavonic Languages, Spanish and Modern Greek. It includes 11 established professorships as well as 15 individuals with the title of professor and 80 permanent academic post holders. The colleges, which are responsible for undergraduate admissions and undergraduate tutorial teaching, admit a total of about 270 students a year to read for the Honour School of Modern Languages and its joint schools with Classics, English, History, Philosophy, Oriental Studies, and in the near future, Linguistics. The Modern Languages Faculty Board is responsible for the admission and supervision of graduate students. There are about 50 graduates taking taught Masters degrees, and about 120 research students.

Further information will be found on the Faculty's web site: <http://www.mod-langs.ox.ac.uk>

The Sub-Faculty of Italian

The Italian Sub-Faculty consists of a Statutory Professor (the Agnelli-Serena Professor of Italian Studies) and, at present, 5 ULs, and 1 FL. The existing postholders cover all aspects of Italian literature from the Middle Ages to the present (including cinema) and all of them teach more than one specialism. The research environment is thriving, with a record number of postgraduates, for whom the Sub-Faculty convenes fortnightly research seminars, and termly training days jointly with the Departments of Italian of UCL, Cambridge, Royal Holloway, and Reading University. The Sub-Faculty has grown over the years into an outstanding centre for Dante studies, led by Professor Gragnolati and Professor Lombardi, who have been supervising students for both doctoral and master's studies, and coordinating interdisciplinary events and conferences. The general research profile of the Sub-Faculty is outstanding, attracting many applicants from this country, Italy and the USA.

Job description

Overview of the role

This post is to cover a vacancy and will provide 24 lectures during the year on Dante, as well as lectures on paper 6 (medieval Italian) and Prelims set texts (see below for a list), assist in the Faculty-led undergraduate admissions process, and assisting with examining.

Responsibilities/duties

- To give no fewer than 24 lectures on Dante, paper VI (medieval Italian), and Prelims set texts (currently Modern Italian Narrative and Cinema; Primo Levi *Se questo è un uomo*; Italo Calvino, *Il barone rampante*; Anna Maria Ortese, *Il mare non bagna Napoli*; Natalia Ginzburg, *Lessico famigliare*)
- To produce lecture notes, course materials, reading lists, and reference guides
- To engage in assessment and university examining
- To participate in the undergraduate admissions processes

Selection criteria

Essential

- A good undergraduate degree and Masters degree in Italian
- To be pursuing (or have completed) a DPhil/PhD in Italian
- Some relevant teaching experience at undergraduate level
- Fluency in written and spoken Italian and English

Please note that the appointment of the successful candidate will be subject to standard compulsory pre-employment screening, such as right to work checks.

Please [click here](#) to read the candidate notes on the University's pre-employment screening procedures.

Working at the University of Oxford

For further information about working at Oxford, please see:

www.ox.ac.uk/about_the_university/jobs/academic

How to apply

The application process is via the University's on-line recruitment system. To retrieve the relevant 'Job Details' page, search for ID ref (119273) at: www.recruit.ox.ac.uk or go to:

https://www.recruit.ox.ac.uk/pls/hrisliverecruit/erq_jobspec_version_4.jobspec?p_id=119273

One on the relevant 'Job Details' page, click on the **Apply Now** button and follow the on-screen instructions to register as a user.

You will then be required to complete a number of screens with your application details, relating to your skills and experience. When prompted, please provide details of two referees who should be asked to send in references by the deadline.

You will also be required to upload:

- a) A covering letter.
- b) A full *curriculum vitae*, including a list of publications.

Please save all uploaded documents to show your name and the document type. Please do not submit additional documents (eg. copies of qualifications) – these are not necessary at this stage.

You should also ask two referees to send references (preferably by e-mail) to recruitment@mod-langs.ox.ac.uk by the closing date.

All applications and references must be received by **midday on Thursday 6 August**.

Interviews are scheduled for the week beginning 7 September 2015 (the date of Wednesday 9 September has been provisionally earmarked for these interviews, but could be subject to change). Please make it clear in your application materials if you are not available during this week.

Information for Priority Candidates

*A priority candidate is a University employee who is seeking redeployment owing to the fact that he or she has been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing departments and this letter **must** be attached to any application they submit.*

The priority application date for this post is Thursday 6 August.

Full details of the priority application process are available at:

www.admin.ox.ac.uk/personnel/end/red/redproc/prioritycandidate

Queries about the post itself should be directed to: emanuela.tandello@mod-langs.ox.ac.uk

Queries about the application process should be directed to: recruitment@mod-langs.ox.ac.uk.

Should you experience any difficulties using the online application system, please email recruitment.support@admin.ox.ac.uk

Further help and support is available from
http://www.ox.ac.uk/about_the_university/jobs/support/

To return to the online application at any stage, please click on the following link
www.recruit.ox.ac.uk

Please note that you will be notified of the progress of your application by automatic e-mails from our e-recruitment system. **Please check your spam/junk mail** regularly to ensure that you receive all e-mails.