

FACULTY OF MEDIEVAL AND MODERN LANGUAGES

<b>Job title</b>	Post-doctoral Research Fellow in French (French novels 1800-1810)
<b>Division</b>	Humanities Division
<b>Department</b>	Faculty of Medieval and Modern Languages
<b>Location</b>	41 Wellington Square
<b>Grade and salary</b>	Grade 7: £31,076-£38,183 per annum (with discretionary range to £41,709)
<b>Hours</b>	Full time
<b>Contract type</b>	Fixed-term (1 year, 1 Oct 2017 – 30 Sep 2018)
<b>Reporting to</b>	Marshal Foch Professor of French, Professor Catriona Seth
<b>Vacancy reference</b>	127668

## The role

The Faculty are seeking to appoint a Post-doctoral Research Fellow to pursue an independent research programme on novels published in French between 1800 and 1810. This will involve extensive bibliographical research and work in several libraries. It will lead to the production of the necessary data for a bibliography of the French novel from 1801 onwards.

## Responsibilities

- The individual will be responsible for managing their own research project. This involves:
  - Small scale project management, to co-ordinate multiple aspects of work to meet deadlines
  - Adapting existing and developing new research methodologies and materials
  - Contributing ideas for new research projects, and develop ideas for generating research income
  - Collaborate in the preparation of research publications, and book chapters
  - Presenting papers at conferences or public meetings
- To participate actively in the Faculty's research environment including the Faculty's research seminars
- To give no more than 16 lectures on French literature—subject to be defined after appointment in collaboration with the Foch Professor and the Chair of the Sub-Faculty



## **Selection criteria**

### **Essential**

- To have submitted a PhD/DPhil thesis in a related area by 1 August 2017, together with relevant experience
- To hold an undergraduate degree and Master's degree in French
- Fluency to native speaker level in French and an excellent understanding of English
- Ability to manage own academic research and associated activities
- Previous experience of contributing to publications/presentations in English or French
- Excellent communication skills, including the ability to write for publication, present research proposals and results, and represent the research network at meetings in English or French

### **Desirable**

- Experience of independently managing a discrete area of a research project
- Work on 18<sup>th</sup>-century texts in original editions, knowledge of material bibliography and prior research on illustrations would be an advantage.

## About the University of Oxford

Welcome to the University of Oxford. We aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their best work. Recognising that diversity is our strength, vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual's unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities. Income from external research contracts in 2014/15 exceeded £522.9m and we rank first in the UK for university spin-outs, with more than 130 companies created to date. We are also recognised as leaders in support for social enterprise.

Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

For more information please visit [www.ox.ac.uk/about/organisation](http://www.ox.ac.uk/about/organisation)

## 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. In recent years, this has been facilitated by the Oxford Research Centre in the Humanities (TORCH) which has several interdisciplinary programmes strongly affiliated to the Faculty of Medieval and Modern Languages, notably Comparative Criticism and Translation.

For more information please visit: [www.humanities.ox.ac.uk](http://www.humanities.ox.ac.uk)

## 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 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 three 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 nine established professorships and 77 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 Linguistics. The Modern Languages Faculty Board is responsible for the admission and supervision of graduate students. There are about 60 graduates taking taught Masters degrees, and about 120 research students. For more information, please visit: [www.mod-langs.ox.ac.uk](http://www.mod-langs.ox.ac.uk).

## **The Sub-Faculty of French**

The sub-faculty of French is the largest French department in the UK, and one of the largest in the world. It has one statutory professor and a visiting professor, up to 30 associate and full professors and a senior instructor. It also benefits from the presence of a number of colleagues who support the teaching of the permanent postholders, and enhance the research profile of the sub-faculty. These include some tutors employed solely by colleges, research fellows, college lecturers and some academic librarians. The total membership of the sub-faculty is over 60.

The average annual intake of students to read French is 160. The sub-faculty aims to teach a command of grammatically correct and idiomatic spoken and written French, the ability to write accurately and idiomatically in French and to translate into and out of French with precision and sensitivity to a range of registers and styles. The curriculum allows students either to study a broad range of literature or to focus their studies on the medieval period, the early modern period, or the modern period up to the present day, or to concentrate on options in Linguistics. The emphasis in finals is very much on students' choice, and the main papers are supplemented by options ranging widely from Grail Romances and Anglo-Norman to European Cinema, Women's Writing, Literature and the Visual Arts, or Francophone Literature.

Graduates reading French can study either for a research degree (DPhil or MLitt) or follow a taught Master's course in Modern Languages of one or two years' duration (MSt and MPhil respectively). There are also a number of other taught courses in which French can form a component (for example in Women's Studies, Medieval Studies, and General Linguistics and Comparative Philology). The sub-faculty has an excellent record in supplying graduates for university posts both in the UK and across the world.

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

## 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 (127668) at: [www.recruit.ox.ac.uk](http://www.recruit.ox.ac.uk) or go to:

[https://www.recruit.ox.ac.uk/pls/hrsliverecruit/erg\\_jobspec\\_version\\_4.jobspec?p\\_id=127668](https://www.recruit.ox.ac.uk/pls/hrsliverecruit/erg_jobspec_version_4.jobspec?p_id=127668)

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 should upload a CV, a supporting statement and list of publications and a 1 page summary of your proposed research project. The supporting statement should explain how you meet the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants).

Please upload all documents **as PDF files** with your name and the document type in the filename.

In addition you should ask two referees to submit an electronic reference for you direct to [recruitment@mod-lang.s.ox.ac.uk](mailto:recruitment@mod-lang.s.ox.ac.uk) by the closing date (of 21 April 2017).

All applications and references must be received by **12.00 noon on Friday 21 April 2017**.

### Information for priority candidates

*A priority candidate is a University employee who is seeking redeployment because they have 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.*

*If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments)*

Should you experience any difficulties using the online application system, please email [recruitment.support@admin.ox.ac.uk](mailto:recruitment.support@admin.ox.ac.uk). Further help and support is available from [www.ox.ac.uk/about\\_the\\_university/jobs/support/](http://www.ox.ac.uk/about_the_university/jobs/support/). To return to the online application at any stage, please go to: [www.recruit.ox.ac.uk](http://www.recruit.ox.ac.uk).

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

## Important information for candidates

### Pre-employment screening

Please note that the appointment of the successful candidate will be subject to standard pre-employment screening, as applicable to the post. This will include right-to-work, proof of identity and references. We advise all applicants to read the candidate notes on the University's pre-employment screening procedures, found at:

[www.ox.ac.uk/about/jobs/preemploymentscreening/](http://www.ox.ac.uk/about/jobs/preemploymentscreening/).

### The University's policy on retirement

The University operates an employer justified retirement age for all academic and academic-related posts (grade 6 and above), for which the retirement date is the 30 September immediately preceding the 68th birthday. The justification for this is explained at:

[www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revaim/](http://www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revaim/).

For **existing** employees any employment beyond the retirement age is subject to approval through the procedures: [www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revproc/](http://www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revproc/)

There is no normal or fixed age at which **support staff** in posts at **grades 1–5** have to retire. Support staff may retire once they reach the minimum pension age stipulated in the Rules of the pension scheme to which they belong.

### Equality of Opportunity

Entry into employment with the University 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. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

## Benefits of working at the University

### Training and Development

A range of training and development opportunities are available at the University. Further details can be found at [www.ox.ac.uk/staff/working\\_at\\_oxford/training\\_development/index.html](http://www.ox.ac.uk/staff/working_at_oxford/training_development/index.html).

### For research staff only: Support for Research Staff

There is a particularly wide range of support for career development for research staff. Please visit: [www.ox.ac.uk/research/support-researchers](http://www.ox.ac.uk/research/support-researchers) to find out more.

### Pensions

The University offers generous occupational pension schemes for eligible staff members. Further details can be found at [www.admin.ox.ac.uk/finance/epp/pensions/pensionspolicy/](http://www.admin.ox.ac.uk/finance/epp/pensions/pensionspolicy/).

### Information for international staff (or those relocating from another part of the UK)

A wealth of information is available on the University's International Staff website for staff who are relocating to Oxford from abroad, at [www.admin.ox.ac.uk/personnel/staffinfo/international/](http://www.admin.ox.ac.uk/personnel/staffinfo/international/).

### The University of Oxford Newcomers' Club

The Newcomers' Club is aimed at helping partners of newly-arrived visiting scholars, graduate students and academic members of the University to settle in and to meet people in Oxford.

### Transport schemes

The University offers a range of travel schemes and public transport travel discounts to staff. Full details are available at [www.admin.ox.ac.uk/estates/ourservices/travel/](http://www.admin.ox.ac.uk/estates/ourservices/travel/).

### University Club and University Sports Facilities

The University Club provides social, sporting and hospitality facilities. It incorporates a Club bar, a cafe and sporting facilities, including a gym. See [www.club.ox.ac.uk](http://www.club.ox.ac.uk) for all further details.

University staff can use the University Sports Centre at discounted rates, and have the chance to join sports clubs. Please visit [www.sport.ox.ac.uk/oxford-university-sports-facilities](http://www.sport.ox.ac.uk/oxford-university-sports-facilities).

### Childcare and Childcare Vouchers

The University offers quality childcare provision services at affordable prices to its employees. For full details about the services offered, please visit [www.admin.ox.ac.uk/childcare/](http://www.admin.ox.ac.uk/childcare/). **NB: Due to the high demand for the University's nursery places there is a long waiting list.**

The University also offers nursery fee payment schemes to eligible staff as an opportunity to save tax and national insurance on childcare costs. Please visit [www.admin.ox.ac.uk/childcare](http://www.admin.ox.ac.uk/childcare).

### Disabled staff

The University is committed to supporting members of staff with a disability or long-term health condition and has a dedicated Staff Disability Advisor. Please visit [www.admin.ox.ac.uk/eop/disab/staff](http://www.admin.ox.ac.uk/eop/disab/staff) for further details.

### BUPA - Eduhealth

Bupa Eduhealth Essentials private medical insurance offers special rates for University of Oxford staff and their families [www.eduhealth.co.uk/mini-site/](http://www.eduhealth.co.uk/mini-site/).

### All other benefits

For other benefits, such as free entry to colleges, the Botanic Gardens and staff discounts offered by third party companies, please see [www.admin.ox.ac.uk/personnel/staffinfo/benefits/](http://www.admin.ox.ac.uk/personnel/staffinfo/benefits/).