Job title	**Coordinator – Multilingual Performance in Schools**
Division	Humanities
Department	Faculty of Medieval and Modern Languages
Location	Creative Multilingualism, 47 Wellington-Square
Grade and salary	Grade 7: £31,076 - £38,183 per annum
Hours	Full time (1.0 FTE) or Part time (0.6 FTE). Other arrangements between 0.5 and 1.0 FTE will be considered
Contract type	Fixed-term for 18 months (1.0 FTE) or 2.5 years (0.6 FTE)
Starting date	1 October 2017 or by negotiation
Finishing date	No later than 30 June 2020
Reporting to	Professor Katrin Kohl
Vacancy reference	130154
Research topic	Creative Multilingualism
Principal Investigator / supervisor	Professor Katrin Kohl
Funding partner	The funds supporting this research project are provided by an AHRC grant

The role

The Coordinator will help shape and deliver the Multilingual Performance in Schools project. The aim of this project is to build confidence among teachers for conducting creative work with drama and performance in a school setting to enhance language teaching. In addition, it will showcase the multilingual nature of schools, and demonstrate how this could interact with modern languages as taught in the classroom.

The project builds on a previous AHRC-funded project on Multilingual Drama in Schools conducted in 2016 by Professor Kohl. The Coordinator will draw on lessons learnt from the pilot, and draw on their own experience to make recommendations as to how the project will be most effectively delivered.

The postholder will go into schools and work independently with teachers and pupils, facilitating projects that connect performance with languages, and promote team-building that plays to the linguistic and performative strengths and interests of pupils and teachers. Each partner school's participation will culminate in a performance which

could take a variety of forms, such as a play reading or performance, a creative writing workshop and reading of the work produced, a song concert, or news broadcast. Performances must involve a minimum of two languages (one of which can be English). The projects may involve languages being taught formally at the school as part of the curriculum, and/or community-based languages represented in the school. The scope of each project and the age group concerned will be at the discretion of the school.

In addition, the postholder will establish and nurture relationships with relevant local organisations such as theatres, arts and community language groups, and encourage and facilitate their participation in the project. The postholder will further facilitate the creation of resources that are suited to extending the reach of the project.

The programme is intended to have wide reach within England and Wales, and the Coordinator will be required to travel in the course of their work. Some evening work, including overnight stays, and occasional weekends are required. A full driving licence and access to a car for business use is desirable.

The funding for this post is fixed-term and will cover 18 months 1.0 FTE or a longer period for a corresponding part-time commitment. The maximum length is until 30 June 2020. Candidates applying for a part-time role will be expected to elucidate how they see this interacting with other part-time roles.

The OWRI Creative Multilingualism Programme

The Creative Multilingualism programme is conducting research on the interaction between multilingualism and creativity, and rethinking the identity of Modern Languages. It aims to strengthen the identity of the discipline, enhancing the visibility and status of languages in society, and giving a new impetus to language learning in schools.

Led by Professor Katrin Kohl at the University of Oxford, the programme has secured just under £4 million funding for four years (2016-20) from the AHRC's Open World Research Initiative (OWRI). Oxford is partnered by 5 other higher education institutions (Birmingham City University, University of Cambridge, University of Pittsburgh, University of Reading, SOAS (University of London)) and 16 external partners (including the British Council, GCHQ, arts and business organisations and schools).

Research conducted in seven interlocking strands is analysing a wide range of linguistic processes (language-specific metaphor, processes of naming, intelligibility across related languages, the creative stimulus of multilingual theatre, music and literature, the multiple meanings created in the act of translation, and methodologies in language teaching).

For more information, please visit: www.creativeml.ox.ac.uk

Responsibilities

- Contribute to the planning of the Multilingual Performance in Schools project, including evaluation elements

- Act as an authoritative point of reference for the project, providing specialist advice to the researchers on the Creative Multilingualism programme about the implementation and conduct of the project

- Identify and build relationships with participating schools. The Coordinator will be expected to carry out this work independently while also liaising proactively with the members of the Creative Multilingualism team

- Involve existing partners in the work, and seek out new partners such as local theatre and community language groups

- Provide teachers in schools with advice and support in using performance to teach languages, and facilitate a performance at each participating school

- Act as a point of reference and provide expertise for other members of the Creative Multilingualism team involved in the work with schools, especially less experienced members such as Early Career Researchers and DPhil students

- Establish and lead user groups involving teachers and partners and chairing meetings as appropriate

- Create appropriate resources including web-based resources

- Arrange, administer and publicise workshops and training courses

- Represent the programme at external meetings

- Contribute regular project blogs for the Creative Multilingual web site

- Produce a final written report of the project documenting activities undertaken, lessons learnt, and evaluating the success of the project

Selection criteria

Essential

1. A qualification in a performance art, such as drama, film-making, or other relevant field, or equivalent work experience

2. Experience of working with teachers, and/or youth and community groups, and/or school students

3. Excellent presentation and interpersonal skills and the ability to communicate with and enthuse teachers and student in a wide diversity of schools

4. Demonstrable ability to build and manage relationships with key stakeholders

5. Demonstrable ability to think creatively and problem solve, adapting the project to each school's particular circumstances, while achieving its aims

6. Excellent project management and organisational skills

7. The ability to work independently

8. The ability to work flexibly, including some evening (with overnight stay) and occasional weekend work.

Desirable

9. Knowledge of a second language

10. Knowledge of relevant areas of the GCSE and A level curriculum

11. A valid UK Driving Licence and car for business use

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

The Faculty of Medieval and Modern Languages

The Faculty is one of the leading centres for the study of European languages, literatures, and cultures 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 or near the top 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 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 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.

For more information, please visit: www.mod-langs.ox.ac.uk

How to apply

Before submitting an application, you may find it helpful to read the 'Tips on applying for a job at the University of Oxford' document, at www.ox.ac.uk/about/jobs/supportandtechnical/.

If you would like to apply, click on the **Apply Now** button on the 'Job Details' page and follow the on-screen instructions to register as a new user or log-in if you have applied previously. Please provide details of two referees and indicate whether we can contact them now.

You will also be asked to upload a CV and a supporting statement. The supporting statement must explain how you meet each of 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).

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

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

All applications must be received by **midday** on the closing date stated in the online advertisement.

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. Further help and support is available from 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.

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/.

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/.

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/

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.

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 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/.

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/.

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/.

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 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.

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/. **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.

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 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/.

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/.