



Job description

Job title	Departmental Lecturer in Contemporary Chinese Society
Division	Social Sciences
Department	Oxford School of Global and Area Studies
Location	Contemporary China Studies Programme (CCSP) at the Oxford School of Global and Area Studies (OSGA)
Grade and salary	Grade 7: £36,024-44,263 per annum
Hours	Full time, 37.5 hours per week
Contract type	Fixed-term, for 24 months to start from 1 st October 2024
Reporting to	OSGA Head of School
Vacancy reference	172549
Additional information	*Proof of the right-to-work in the UK: Shall the chosen candidate require a visa, support and assistance that is tailored to the visa requirements of the role and the individual, will be provided at the offer stage. ¹ For further information, please contact the HR Team at hr-administrator@area.ox.ac.uk in the first instance.

¹ Skilled Worker applicants would be required to have submitted their thesis around three months before the start date, e.g., by 1st July 2024



The role

The Contemporary China Studies Programme at the School of Global and Area Studies (OSGA) seeks applications for a full-time, two-year fixed term Departmental Lectureship to lecture, tutor, supervise, examine and provide course administration for postgraduate students. The successful candidate will also have the opportunity to conduct independent research.

Primarily, the successful candidate will provide cover for postgraduate teaching on the MSc in Contemporary Chinese Studies and the MPhil in Modern Chinese Studies, and they will contribute to teaching on the MPhil in Global and Area Studies. This will include core, methods and option teaching - lectures, workshops and tutorials - and supervision for master's dissertations, as well as marking and examining as required. The successful post holder will have expertise in any discipline relevant to the study of contemporary Chinese society. They should have a research record appropriate to their career stage.

Any queries about the post that are of non-administrative nature should be addressed to Professor Patricia Thornton, Director of the Contemporary China Studies Programme, at patricia.thornton@politics.ox.ac.uk.

All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Responsibilities

The successful post-holder will provide teaching and administration primarily for the MSc and MPhil in Contemporary China Studies, as well as contributing to the MPhil in Global and Area Studies.

These responsibilities include:

- Teaching for the core course in the 'Study of Contemporary China', which will include students from the MSc in Contemporary Chinese Studies and the MPhil in Modern Chinese Studies
- Teaching one optional course for the MSc in Contemporary Chinese Studies, which may include students from the MPhils in Modern Chinese Studies, and in Global and Area Studies
- Qualitative methods teaching, including lectures, classes and workshops for the MSc in Contemporary Chinese Studies and the MPhil in Modern Chinese Studies. The successful applicant will also be responsible for setting, marking and providing feedback on all qualitative take-home assignments
- Supervising master's theses primarily for students from the MSc in Contemporary Chinese Studies and the MPhil in Modern Chinese Studies (typically 6 students each year), as well as additional supervision for the MPhil in Global and Area Studies (no more than 1 or 2 students each year)
- Marking course exams, assignments and dissertations as required for the MSc in Contemporary Chinese Studies, the MPhil in Modern Chinese Studies, and the MPhil in Global and Area Studies
- Contributing to administrative duties as required by the Contemporary China Studies Programme
- Attending meetings for the Contemporary China Studies Programme
- Contributing to the wider intellectual life of the Oxford School of Global and Area Studies.

Selection criteria

Essential selection criteria

- Hold a PhD or be close to completion of a PhD in sociology, anthropology, human geography, development studies, politics or area studies (social sciences) that pertains to contemporary Chinese society or evidence that a relevant doctoral thesis will be submitted by the starting date of the post
- A commitment to teaching and an ability to contribute effectively to the teaching of graduate students in Contemporary China Studies and Global and Area Studies
- Strong organizational skills and a willingness to participate fully in team teaching and the sharing of administrative tasks
- Sufficient depth and breadth of knowledge in the subject
- A research record reflecting career stage
- Familiarity with the existing literature and research in the field
- A capacity to use Chinese language materials in research
- A commitment to their own professional development
- Good skills in interpersonal communication
- A commitment to the equality and diversity values championed by OSGA and the University of Oxford

Desirable selection criteria

- Experience of teaching qualitative research methods courses to postgraduate students
- Experience of teaching and supervising highly motivated master's students
- Equality, Diversity & Inclusion awareness: An understanding of the needs of and/or experience of working with an ethnically diverse population.
- Ability and willingness to offer a post-graduate further option in a topic related to the applicant's research in the study of contemporary China

Pre-employment screening

Standard checks

If you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide: proof of your right-to-work in the UK; proof of your identity; and (if we haven't done so already) we will contact the referees you have nominated. If you have previously worked for the University we will also verify key information such as your dates of employment and reason for leaving your previous role with the department/unit where you worked. You will also be asked to complete a health declaration so that you can tell us about any health conditions or disabilities for which you may need us to make appropriate adjustments.

Please read the candidate notes on the University's pre-employment screening procedures at: <https://www.jobs.ox.ac.uk/pre-employment-checks>

How to apply

Applications are made through our online recruitment portal. Information about how to apply is available on our Jobs website <https://www.jobs.ox.ac.uk/how-to-apply>.

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

As part of your application you will be asked to provide details of **three** referees and indicate whether we can contact them, should you be invited to interview.

You will be asked to upload a **CV (no more than four pages)**, including details of relevant publications, if applicable, and a supporting statement outlining your research plans and teaching experience (no more than two pages). 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.

All applications must be received by **midday** UK time 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 department(s).

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).

If you need help

Application FAQs, including technical troubleshooting advice and supporting email contact is available at: <https://staff.web.ox.ac.uk/recruitment-support-faqs>. Non-technical questions about this job should be addressed to the recruiting department directly at: hr-administrator@area.ox.ac.uk

To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

Please note that you will receive an automated email from our online recruitment portal to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email.

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 and we rank first in the UK for university spin-outs, and in recent years we have spun out 15-20 new companies every year. 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 Oxford School of Global and Area Studies

The School represents a commitment by the University to enhancing teaching and research in Area Studies. It brings together seven units: the African Studies Centre, the Latin American Centre (including the Brazilian Studies Programme), the Nissan Institute of Japanese Studies, the Contemporary China Studies Programme, Russian and East European Studies, the Contemporary South Asia Studies Programme and the Middle East Programme.

The administration of the School is based at 12 Bevington Road, with colleagues also providing administrative support across a number of locations in which the School's constituent units are based (including the Nissan Institute of Japanese Studies at St Antony's College and the University of Oxford China Centre at St Hugh's College).

The School is devoted to research and graduate teaching in academic disciplines which attempt to understand the complexity and the interrelatedness of society through anthropology, economics, politics, history, sociology and culture. Its teaching and research seek to take into account both the insights provided by the separate disciplines and the contextualisation provided by in-depth knowledge of specific regions and countries. Interdisciplinary collaboration to study specific social processes is encouraged, and a distinctive feature of the School is the number of its academic staff who hold joint appointments in the School and a disciplinary department in the Social Sciences or Humanities Divisions. In the most recent national research quality assessment exercise (REF2021), Area Studies at Oxford – comprising staff in the School and the Faculty of Asian and Middle Eastern Studies in the Humanities Division - was judged to account for more world-leading (4*) research than any other Area Studies department in the UK.

The School admits around 160 graduate students a year on Masters and DPhil programmes, across the African Studies Centre, Latin American Centre, the Nissan Institute of Japanese Studies, Russian and East European Studies, Contemporary South Asia, Contemporary Chinese Studies, Middle East Studies, and the comparative Master's programme in Global and Area Studies. Additionally, the School's academic staff supervise doctoral students and teach on a range of undergraduate programmes in other parts of the University.

Further information about the OSGA, its component units, its staff, courses and research activities can be found on its website at www.area-studies.ox.ac.uk

The School holds a Bronze Athena Swan Award to recognise the advancement of gender equality, representation and progression.

Contemporary China Studies Programme (CCSP)

The post-holder will be a member of the Contemporary China Studies Programme within the Oxford School of Global and Area Studies. Research on modern and contemporary China is thriving at Oxford University and the China Studies programme is a vibrant focal point of activity, supporting students, postdoctoral research fellows and faculty members working in the School and in Chinese Studies across the University on interdisciplinary study of contemporary China. Staff directly employed in the programme are currently:

- Professor Patricia Thornton (Politics)
- Professor Paul Irwin Crookes (International Relations)
- Professor Rachel Murphy (Sociology)
- Professor Anna Lora-Wainwright (Human Geography)
- Professor Denise van der Kamp (China's Economy)
- Dr Evelyn Chan (Contemporary China Studies)
- Dr Chigusa Yamaura (Chinese Society)
- Dr Hamsa Rajan (British Academy Post-Doctoral Research Fellow)
- Dr Bo Jiun Jing (Taiwan Studies)
- Dr Lucie Qian Xia (Politics and International Relations)
- Dr Dora Yao (Chinese Humanities)
- Dr Stuart Wright (Leverhulme Research Fellow)
- Mrs Nisha Stillman (Programme Administrator)

The Contemporary China Studies Programme is part of the Oxford School of Global and Area Studies at the University of Oxford. Since its founding in 2002 with a generous grant from the Leverhulme Trust, the CCSP has offered a vibrant focal point for study and research on the full spectrum of subjects concerning contemporary China and Chinese society. The CCSP brings together expertise and scholarship on China from across the social sciences, including economics, politics, international relations, sociology, anthropology and Chinese history. The programme facilitates collaboration between students, post-doctoral research fellows and faculty members from across the university, as well as with other academics, researchers and policymakers from around the world

who share a passion for the study of contemporary China and a focus on producing ground-breaking interdisciplinary research.

The programme offers two master's degrees jointly with the Faculty of Oriental Studies, a 9 month MSc Course in Contemporary Chinese Studies and a two year MPhil in Modern Chinese Studies, which together bring about 25 students per year to Oxford.

The CCSP's MSc in Contemporary Chinese Studies (previously the MSc in Modern Chinese Studies) brings more than 20 exceptionally talented students to Oxford per year and provides high-quality graduate research training to those who wish to deepen their understanding of contemporary China, welcoming applications from both recent graduates and returning professionals. The programme organises frequent seminars, workshops, colloquia and conferences to develop, share, and disseminate the latest thinking on China, whilst also hosting a number of visiting academics from across the world who wish to access the unrivalled research resources in Chinese studies available at Oxford. A limited number of fellowships and other forms of financial support are available to postgraduate students concentrating on the study of contemporary China within the social sciences.

For more information please visit <https://www.ccsp.ox.ac.uk>.

The Social Sciences Division

The University's academic departments and faculties are organised into four large groups known as Academic Divisions (Social Sciences, Mathematical, Physical and Life Sciences (MPLS), Medical Sciences, and Humanities). The divisions are responsible for academic strategy and operational planning, oversight of the teaching and research of their constituent departments and faculties, and for personnel and resource management. The social sciences at Oxford are distinctive for both their depth and breadth, with over 1,100 academic and research staff working across fifteen departments, faculties and schools.

The Head of the Social Sciences Division is Professor Timothy Power. The Division is a world-leading centre of research and education in the social sciences. The Times Higher Education (THE) University Rankings returned the University of Oxford to the number one spot in the world for Social Sciences in 2022. We have placed first in three of the last five years (2018, 2019 and 2022).

More than 800 researchers were returned to Main Panel C (Social Sciences) for REF 2021 across a diverse range of subject area 'units of assessment' – from geography and business to archaeology and law. Over 55% of the research submitted from the Division was judged to be world-leading (4*, the highest score available). More than two-thirds (69%) of the research's impact was also recognised as world-leading (4*). Research from across the Division was also submitted to subject areas across Panels A (Medicine, health and life sciences), B (Physical sciences, engineering and mathematics), and D (Arts and Humanities), highlighting the enormous breadth and diversity of research expertise across the Division. Our academic and research staff and students are international thought leaders, generating new evidence, insights and policy tools with which to address some of the major global challenges facing humanity, such as sustainable resource management, poverty and forced migration, effective governance and justice. Particular research highlights in recent years have included COVID-19 and Climate Change. As well as active interdisciplinary links with researchers in other divisions at Oxford, we engage and collaborate extensively with other universities and a wide range of governmental and nongovernmental practitioner communities such as law, business, public

health and welfare, international development and education around the world. The Division has an extensive portfolio of external funders, partners and supporters, with competitively-awarded external research income exceeding £50 million per year and philanthropic income over £25 million a year.

As part of our commitment to equality of opportunity, eleven of our departments have achieved Bronze awards under the Athena Swan Charter (a UK accreditation scheme recognising organisations' commitment to equality and diversity, particularly in gender). Our School of Geography and the Environment holds an Athena Swan Silver award. In February 2023, for the first time, the University as a whole was awarded an institutional Athena Swan Silver award, acknowledging the progress that has been made in addressing a number of gender gaps across the University over the last five years. The Division delivers an exceptional range of high-quality educational programmes all underpinned by the innovative research being undertaken by our academics. The student body is made up of over 2,000 undergraduate students, nearly 3,000 students studying postgraduate taught programmes and 1,200 postgraduate research students. The programmes we offer are wide-ranging, often interdisciplinary and include professionally-oriented provision in areas such as business, law and education. The Division is home to several of Oxford's most widely recognised teaching programmes, such as Philosophy, Politics and Economics (PPE) at undergraduate level; and at the Masters level programmes such as the Bachelor in Civil Law (BCL), Environmental Change and Management, International Relations, and Social Data Science.

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

Important information for candidates

Data Privacy

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at: <https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>. The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

The University's policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for very senior research posts at **grade RSIV/D35 and clinical equivalents E62 and E82** of 30 September before the 70th birthday. The justification for this is explained at: <https://hr.admin.ox.ac.uk/the-ejra>.

For **existing** employees on these grades, any employment beyond the retirement age is subject to approval through the procedures: <https://hr.admin.ox.ac.uk/the-ejra>. There is no normal or fixed age at which staff in posts at other grades have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

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

Employee benefits

University employees enjoy 38 days' paid holiday, generous pension schemes, travel discounts, and a variety of professional development opportunities. Our range of other employee benefits and discounts also includes free entry to the Botanic Gardens and University colleges, and discounts at University museums. See <https://hr.admin.ox.ac.uk/staff-benefits>

University Club and sports facilities

Membership of the University Club is free for all University staff. The University Club offers social, sporting, and hospitality facilities. Staff can also use the University Sports Centre on Iffley Road at discounted rates, including a fitness centre, powerlifting room, and swimming pool. See www.club.ox.ac.uk and <https://www.sport.ox.ac.uk/>.

Information for staff new to Oxford

If you are relocating to Oxfordshire from overseas or elsewhere in the UK, the University's Welcome Service website includes practical information about settling in the area, including advice on relocation, accommodation, and local schools. See <https://welcome.ox.ac.uk/>

There is also a visa loan scheme to cover the costs of UK visa applications for staff and their dependants. See <https://staffimmigration.admin.ox.ac.uk/visa-loan-scheme>

Family-friendly benefits

With one of the most generous family leave schemes in the Higher Education sector, and a range of flexible working options, Oxford aims to be a family-friendly employer. We also subscribe to the Work+Family Space, a service that provides practical advice and support for employees who have caring responsibilities. The service offers a free telephone advice line, and the ability to book emergency back-up care for children, adult dependents and elderly relatives. See <https://hr.admin.ox.ac.uk/my-family-care>

The University has excellent childcare services, including five University nurseries as well as University-supported places at many other private nurseries.

For full details, including how to apply and the costs, see <https://childcare.admin.ox.ac.uk/>

Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. For further details, including information about how to make contact, in confidence, with the University's Staff Disability Advisor, see <https://edu.admin.ox.ac.uk/disability-support>

Staff networks

The University has a number of staff networks including the Oxford Research Staff Society, BME staff network, LGBT+ staff network and a disabled staff network. You can find more information at <https://edu.admin.ox.ac.uk/networks>

The University of Oxford Newcomers' Club

The University of Oxford Newcomers' Club is an organisation run by volunteers that aims to assist the partners of new staff settle into Oxford, and provides them with an opportunity to meet people and make connections in the local area. See www.newcomers.ox.ac.uk.

Oxford Research Staff Society (OxRSS)

A society run by and for Oxford University research staff. It offers researchers a range of social and professional networking opportunities. Membership is free, and all researchers employed by Oxford University are welcome to join. Subscribe at researchstaff-subscribe@maillist.ox.ac.uk to join the mailing list to find out about upcoming events and other information for researchers, or contact the committee on committee@oxrss.ox.ac.uk. For more information, see www.ox.ac.uk/oxrss, Twitter @ResStaffOxford, and Facebook www.facebook.com/oxrss.