

Job title	Kinder Career Development Fellow in Atlantic History
Division	Humanities
Department	Rothermere American Institute
Location	1a South Parks Road, Oxford, OX1 3UB
Grade and salary	Grade 7: £36,024 – £44,263 per annum
Hours	Full time
Contract type	Fixed-term for 3 years (1 September 2024 to 31 August 2027)
Reporting to	Director of the Rothermere American Institute
Vacancy reference	172867
Additional information	<p>This post is offered in association with the Kinder Institute on Constitutional Democracy at the University of Missouri.</p> <p>We are not in a position to be able to sponsor a visa for this role and therefore we can only consider applicants that already hold the right to work in the UK.</p>

The role

The Kinder Institute on Constitutional Democracy at the University of Missouri and the Rothermere American Institute jointly seek to appoint a Career Development Fellow in Atlantic History, tenable for three years with effect from 1 September 2024. This post will be open to candidates whose research focuses on the political dimensions, broadly defined, of Atlantic history in any chronological period since 1600, including the nineteenth and twentieth centuries. This post is intended to provide a promising early career scholar with a congenial environment for the development of their research and academic administration beyond the doctoral level.

The Fellow will be provided with an office at the Rothermere American Institute and association with one of Oxford's colleges will be sought after appointment.

The Fellow will be entitled to a research allowance of up to £1,500 per annum.

The successful candidate will work closely with the Kinder Institute throughout the tenure of the post, including at least one trip to Missouri per year to present their research. Funds will be available for research and travel to Missouri as required for the duties of the post.

Responsibilities

For the Kinder Institute:

The Fellow will work closely with colleagues from the Kinder Institute in delivering the University of Missouri's MA in Atlantic History and Politics, assisting in curriculum development, logistical arrangements, and teaching on the month-long summer school. In the lead-up to and throughout the summer school, you will be expected to liaise closely with the Kinder Institute's Director of Graduate Studies and Programme Leader.

During the Kinder Institute MA summer school (typically the month of July), the Fellow will perform the following duties:

- Teach a daily class in Atlantic history;
- Attend all official dinners, receptions, and events;
- Collaborate closely with the Kinder Institute Director of Graduate Studies to resolve all problems and queries that inevitably arise during a study abroad programme;
- Lead a one-day field trip with the MA students to a place of historical significance.

Outside of the month-long summer school, the Fellow will be expected to correspond with colleagues in Missouri, to remain in touch with MA students, and to take an occasional trip to Missouri.

For the RAI:

The Fellow will:

- Co-administer and organise the American History Research Seminar for up to three terms during their three-year appointment;
- Attend the US history doctoral writing group and skills workshop for up to one term in each academic year;
- Contribute to, as well as participate in, the RAI's programme of lectures and seminars.

General Duties

The Fellow will also produce world-leading research for publication in books and articles in any subject relating to the political history of the Atlantic world between 1600 and the present. They will also be encouraged to assist in the teaching of history to Oxford undergraduates for up to three hours per week, which it is hoped will aid their career development.

Selection criteria

Essential

This post is intended to provide a promising early career scholar with a congenial environment for the development of their research and academic administration beyond the doctoral level.

Within that broad aim, the committee will make its decision by seeking evidence of the following attributes of candidates:

- A PhD in a relevant subject area, either completed or near completion.
- Distinguished and imaginative research at doctoral level and plans for future research of a similar or greater quality.

- The potential to assist in the delivery of the Kinder Institute's MA programme in Atlantic History and Politics.
- The potential for the effective teaching of students of high ability in a tutorial system.
- A willingness to participate actively in the intellectual life of the Rothermere American Institute.

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.

Humanities Division

The Humanities Division is one of four academic divisions in the University of Oxford, each with a full-time Head and elected Board. The Humanities Division is distinctive for its depth and breadth. Its activity spans nine faculties, one School and two independent research institutes: the faculties of Classics; English; History; Linguistics, Philology and Phonetics; Medieval and Modern Languages; Music; Asian & Middle Eastern Studies; Philosophy; and Theology and Religion; the Ruskin School of Art; the Rothermere American Institute and the Voltaire Foundation. Interdisciplinary links within and beyond the University are strong, extending to the social sciences, medical sciences and the natural and physical sciences.

One of the largest centres for Humanities internationally, with over 800 members of academic and research staff, the Division offers world-class research and teaching, backed by the superb resources of the University's libraries and museums, including the famous Bodleian Library, with its 11 million volumes and priceless early book and manuscript collections, the Pitt Rivers Museum, the History of Science Museum 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 and digital Humanities.

The outstanding quality of Humanities research at Oxford is recognised globally. This reputation for research excellence contributes to the University coming top of several international rankings

for Arts and Humanities, including the US News and World Report rankings and the QS World University Rankings by Subject. The Division's 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.

The Division has responsibility for over 4,000 undergraduates (a third of the University's total undergraduate population), and for over 2,000 postgraduate students (over 1,100 doctoral students and some 900 Master's students). Twenty-nine undergraduate courses are offered in Humanities subjects, seven of which are offered jointly with the other academic divisions. The Doctoral and Master's programmes offered are distributed across all of the Division's faculties, along with a suite of Master's courses offered with the Social Sciences Division and a growing portfolio of Master's courses that draw from across the Humanities. The Division is part of the Open-Oxford Cambridge AHRC Doctoral Training Partnership. The Humanities Division has embarked on a major building project on the Radcliffe Observatory Quarter, supported by a £185 million gift to create the Stephen A. Schwarzman Centre for the Humanities.

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

Rothermere American Institute

The RAI is Oxford's centre for the study of the United States and its place in the world. At our official opening on Friday 25 May 2001, President Bill Clinton posed these questions: "Where has America come from and where does it find itself? What *is* it doing and what *ought* it to do in the world?" Today, these questions remain at the heart of the RAI's mission.

Our mission is twofold:

- We support the world-leading scholarship in this field being undertaken at Oxford;
- and we communicate that research to a wider public.

Every year, we host more than 100 seminars, workshops, conferences and lectures which attract leading scholars, students, policymakers and public figures from across the world. Recent public events with large audiences have included discussions with Michael Chabon, Joy Harjo, Richard Blackett, Elizabeth Cobbs, Tamson Pietsch, and Iwan Morgan, along with a joint conference with the NYU Brademas Center to discuss an inside look at American politics. In addition, we host regular events for our community members, like a weekly coffee morning and a twice-termly women's lunch to foster support networks and a sense of belonging at the RAI. We also have a podcast series, *The Last Best Hope?*, which regularly sits in the UK top 50 podcasts and has recently featured discussions with historians including Elizabeth Varon, Nick Witham, Dan Jackson and Sam Haselby.

We host around a dozen visiting fellows each academic year. We support two Junior Research Fellows (early career academics) and each year welcome two distinguished visiting professors, the Harmsworth Professor of American History and the John G. Winant Professor of American Government.

The RAI community includes a large number of graduate students working in the fields of History, Politics, Literature, Art History and related disciplines. It also includes early career researchers, retired colleagues and around twenty of Oxford's Faculty members who work on problems related to America and its place in the world. We collaborate wherever possible with other research institutes in the University.

We are housed in a beautiful award-winning building in the centre of Oxford. At the heart of our building is the magnificent Vere Harmsworth Library, which offers the strongest collection in US history in Europe, including a wide range of digital resources. We work closely with the VHL

Librarian, currently Bethan Davies, to ensure that the aims and activities of our two institutions reinforce each other.

The RAI is largely dependent upon the generosity of individual benefactors, trusts and foundations - all of whom share the RAI's commitment to world-class research on the US.

The current RAI Director is the Edward Orsborn Professor of US Politics and Political History, Adam Smith. The RAI has a small but dedicated staff including a full-time Manager, Katy Long, a full-time Academic Programme and Events Assistant, Hannah Greiving, and a part-time Administrative and Operations Assistant, Richard Purkiss.

For more information visit: www.rai.ox.ac.uk.

The Kinder Institute on Constitutional Democracy at the University of Missouri

The Kinder Institute on Constitutional Democracy is an interdisciplinary academic centre on the University of Missouri campus in Columbia, jointly operated by faculty from the Political Science and History Departments, in cooperation with other scholars across campus. It is dedicated to excellence in research, teaching and community engagement on the subjects of American political thought, history and institutions, with a particular emphasis on the ideas and events of the American Founding and their continued global impact and relevance today. It was created in 2015 by a generous gift from the Kinder Foundation, a family philanthropic foundation started by Rich and Nancy Kinder of Houston, Texas.

North American History at Oxford

Oxford is a leading centre for the teaching of North American History, at both undergraduate and graduate levels. For more details, see <https://www.history.ox.ac.uk/academic>. There are four permanent posts in US history, in addition to the Orsborn Professorship of US Political History and, currently, two College lecturers. Oxford also benefits from the Harmsworth Professorship in American History, an annual visiting position which over the years has been held by very distinguished scholars.

At the undergraduate level, we teach popular outline papers and a range of specialised courses. At Master's level, there is a dedicated, team-taught, US History 'strand' in our one-year Master of Studies and two-year Master of Philosophy programmes in History. We also have a very lively doctoral programme, with 18 students currently pursuing DPhils in American history, roughly two-thirds of them in twentieth-century subjects.

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 two referees and indicate whether we can contact them now.

You will 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).

Please upload all documents **as PDF files** with your name and the document type (CV, supporting statement) in the filename.

All applications must be received by midday on Tuesday 11 June 2024.

Shortlisting is likely to take place on 18 June 2024. Interviews will be held in person on 4 July 2024.

Queries about the Oxford dimensions of the post should be directed to Professor Adam Smith at adam.smith@rai.ox.ac.uk. Those concerning the Kinder Institute/Missouri should be directed to Professor Jay Sexton at sextonj@missouri.edu. All enquiries will be treated in strict confidence; they will not form part of the selection decision.

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).

If you need help

Application FAQs, including technical troubleshooting advice 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 hr@humanities.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.

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.