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| Job title | Departmental and College Lecturer in Medieval History |
| Faculty | Faculty of History |
| Division | Humanities |
| College | This post is offered in association with Oriel College |
| Location | Faculty of History, George Street, and Oriel College, Oriel Square, Oxford OX1 4EW |
| Grade and salary | Grade 7 1-3: £36,024 - £38,205 |
| Start date | 1 st of October 2024 or as soon as possible thereafter |
| Hours | Full time |
| Contract type | Fixed term for 12 months (limited by external funding) |
| Method of application | Electronic (see ‘How to Apply’ below) |
| Application deadline | 12 noon on 30/08/2024 |
| Number of referees required | Two references (please note that reference letters will only be requested at the shortlisting stage) |
| Vacancy reference | 174521 |
| Recruitment contact | recruitments@history.ox.ac.uk |

Overview of the role

This is an opportunity to join our thriving History community and gain valuable teaching experience at the undergraduate and graduate levels. Although this is primarily a teaching role, you will also engage in advanced study and conduct independent research and play an active role in the interdisciplinary College community. The post is intended to fill a gap in our teaching coverage while Professor Tom Johnson is on research leave.



You will have research and teaching interests in Medieval History, which must include, but need not be confined to, British History, between c.1000 and c.1550. A willingness to teach a range of subjects both thematically and geographically will be an advantage. You will be able to inspire and enthuse students and draw on your own research to inform and augment your teaching.

Medieval History at Oxford

Oxford has a long and distinguished tradition of medieval history, and the subject continues to flourish today, with around twenty academics having interests in the period 1100-1500 across the British Isles, Europe, the Mediterranean and the wider world, and covering a wide range of thematic interests, including religion, politics, economics and commerce, gender and sexuality, the environment, art, culture, books and manuscripts, and intellectual history. The Faculty has played host to a number of research projects in later medieval history, including the 'Global Middle Ages' network (<https://globalmiddleages.history.ox.ac.uk/>), the 'Acts of William II and Henry I' (<https://www.history.ox.ac.uk/acts-william-ii-and-henry-i>), 'British Medieval Library Catalogues' (<https://www.history.ox.ac.uk/british-medieval-library-catalogues>) and 'The Writings of Gerald of Wales' (<https://www.history.ox.ac.uk/the-writings-of-gerald-of-wales>). The Oxford Centres for Global History, Intellectual History, Women's, Gender, Identity and Queer History, and the History of Science and Medicine often feature lectures and conferences on medieval topics (<https://www.history.ox.ac.uk/research-centres>), and the University has a lively community of medievalists, linked together by the interdisciplinary forum for Medieval Studies (<https://medieval.ox.ac.uk/>). The main Medieval History seminar, which meets weekly in term time, often covers topics in the later middle ages and there is a dedicated seminar on Later Medieval Europe in the spring term. Oxford's libraries, galleries and museums have wonderful collections of manuscripts and objects from the period too, and their collections can be used in research or teaching.

Practical information

We expect to hold interviews via Microsoft Teams.

For an informal discussion about this opportunity, please contact John Watts john.watts@ccc.ox.ac.uk or Julia Mannherz julia.mannherz@oriel.ox.ac.uk; all practical and procedural queries should be sent to our recruitments team: recruitments@history.ox.ac.uk. All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Duties and Responsibilities

Teaching, supervision and course administration

For information about our courses, please visit: www.history.ox.ac.uk

College and Faculty

1. Lecture, tutor, and supervise undergraduate and postgraduate students, providing eight hours of tutorial teaching per week for the college over 24 weeks of the academic year, and sixteen lectures per year for the Faculty. A number of these hours will be for other colleges within Oxford. This includes:
 - a. Being first contact for student matters relating to attendance, conduct, coursework, performance, and welfare (referring matters to appropriate others)

2. You will gather and analyse feedback from students, colleagues, and examiners, and modify course design, content, or delivery as appropriate
3. For the college/s, you will teach in tutorials and classes as many as possible of the following undergraduate courses, certainly including I, II and V, and arranging teaching in any others:
 - I. Approaches to History (a first-year paper taught in tutorials, offering at least two of the following options):
 - a. Anthropology & History, Archaeology & History, Art & History, Economics & History, Gender & History, Sociology & History, Race & History
 - II. Disciplines of History (a second-year paper in historiography and comparative history, co-taught in classes);
 - III. European and World History 1000-1300 (a first-year paper taught in tutorials)
 - IV. History of the British Isles 1000-1330 (a first- or second-year paper taught in tutorials)
 - V. History of the British Isles 1330-1550 (a first- or second-year paper taught in tutorials)
4. In addition, you will be required to offer tutorials and organize specific areas of the syllabus in accordance with your interests and experience, in the second-year papers in European and World History, from among the following options:
 - I. The Central Middle Ages, 900-1300
 - II. The Late Medieval World, 1300-1525
 - III. The Global Middle Ages, 500-1500

Ability to offer tutorials in any of the faculty's Optional, Further, or Special Subjects may be an advantage but is not required. Details of all these papers can be found at:

<https://www.history.ox.ac.uk/ba-history>

5. In support of the development of courses and as a secondary commitment alongside teaching, you will manage your own academic research activities, conduct independent research, and generate original ideas to build on existing concepts
6. In college, you will support the administration and pastoral work of the History school in the following ways:
 - a) Assist Dr Julia Mannherz in the organisation of History and its Joint School degrees (Ancient and Modern History, History and Modern Languages, History and Economics, History and Politics) within Oriel College. This includes arranging tuition both inside and outside the college, writing reports on individual students, attending relevant college committee meetings, assisting at open days, and carrying out pastoral tasks related to teaching students.
 - b) Act as College Adviser for graduate students in History and cognate fields;

- c) Participate in the undergraduate admissions exercise for the college, along with the other college tutors; this includes marking of scripts for the History Aptitude Test, marking of candidates' written work, and conduct of the interviews. Submit reports at the end of the Term on all students taught;
 - d) Set and mark Collections (internal college examinations) promptly;
 - e) Participate fully and actively in Open Days and Outreach events, as required; and
7. For the Faculty, you will offer the following:
- a. tutorial teaching to colleges besides Oriel in History of the British Isles 3, 1330-1550 in Michaelmas and/or Trinity Terms (within the specified limit of 8 hours a week);
 - b. supervision of undergraduate theses in Hilary Term;
 - c. class-teaching for the Optional course on 'Crime and Punishment in England, c.1280-1450';
 - d. participation in University examining for graduates and undergraduates on appropriate papers.
8. Ability and willingness to teach any of the following may be beneficial, but candidates may offer other options, including MSt courses:
- a. Optional Subject, Edward II (new for 2025)
 - b. Further Subjects, Wars of the Roses OR Flanders and Italy in the Quattrocento
9. You will manage your own academic research activities and conduct independent research.
10. You will occasionally write research articles for peer-reviewed journals, book chapters, and reviews, and/or give poster presentations or briefings to disseminate research findings at conferences
11. You will engage positively and proactively with the academic community in the Faculty and College.

College Terms and Benefits

The Lecturer will be entitled to free lunch and dinner in the Senior Common Room. Additionally, the Lecturer will have access to a research allowance of £1,263 for the year, and will have access to office space within college.

Selection criteria

Applications will be judged only against the criteria which are set out below. You should make sure that your application shows very clearly how closely your skills and experience meet these criteria. We are committed to fairness, consistency and transparency in selection decisions. Chairs of selection committees will be aware of the principles of equality of opportunity and fair selection and there will be both female and male members of the selection committee. Selection committees will explicitly take into account any career breaks or other factors, such as part-time working or disability, which may have had an impact on the quantity of candidates' publications.

| Qualifications and experience | |
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| Essential | A completed doctorate in a relevant field, or evidence that a doctorate is close to completion, e.g., candidates who have submitted their dissertation will be considered, subject to successful examination. |
| Essential | Sufficient depth and breadth of knowledge in the subject to develop course materials and research proposals |
| Teaching and research | |
| Essential | An aptitude for teaching, both in small-group tutorials and classes and larger-scale lectures; the ability to inspire and enthuse students; and some experience of teaching the Medieval History of the British Isles |
| Essential | The ability to take on administrative responsibilities such as coordinating an undergraduate cohort or core undergraduate course |
| Essential | A publication record commensurate with career stage, and familiarity with the existing literature and research in your field. |
| Desirable | Experience with undergraduate admissions |
| Personal effectiveness | |
| Essential | Outstanding communication and interpersonal skills. |
| Essential | Professionalism as a colleague and a proven track record of working with others. |
| Technical skills | |
| Essential | Computer literacy and ICT competence, including the ability to engage with bespoke University and College software. |

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. 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>

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.

Oriel College

Oriel is a friendly and attractive college located right in the heart of Oxford. Founded in 1326 by King Edward II, it is one of the oldest colleges in Oxford. The student body at Oriel is made up of undergraduates and postgraduates studying a wide variety of courses in a broad range of subjects. The students come from all kinds of schools, backgrounds and countries, and the college is committed to selecting the best applicants, based on academic achievement and potential, irrespective of educational background, gender or ethnicity. For further information about Oriel College see <http://www.oriel.ox.ac.uk>.

The Faculty of History

The Faculty of History in Oxford is the largest in the United Kingdom and one of the largest in the world. It has a very strong international reputation for its scholarship and its teaching of undergraduate and graduate students, with particular strengths in the history of the British Isles, continental Europe, imperial and global history, the United States, economic and social history,

intellectual history and the history of science, medicine and technology. Within the Faculty there is also a department for the History of Art and a number of dedicated research centres.

The Faculty of History provides a robust and supportive framework for research, including:

- Financial support for research travel, research assistance, and editorial help
- Mentoring, including discussion of research plans and progress
- Internal and interdisciplinary collaborations, through research centres
- Assistance in the formulation of research plans and funding bids

The Faculty enables all its postholders, including departmental lecturers, to request up to £800 per year for research expenses, and makes additional funds available for organising conferences in Oxford. In addition, to assist newly-appointed postholders in the development and publication of their research, Faculty funds are available for early career and established colleagues to hold a workshop at which colleagues can discuss drafts of their next monograph.

The Faculty is located in the Old Boys 'High School, George Street. This is a very central location, less than 10 minutes 'walk from the rail station, and very close to bus station, shops and other University locations. The premises house a community of around 20 administrative staff and up to 30 other users, comprising doctoral students, researchers, and academics and professors. The building is also used for teaching and seminars.

More information about the Faculty can be found at: www.history.ox.ac.uk.

The Faculty holds a bronze Athena Swan award to recognise advancement of gender equality: representation, progression and success for all.

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; Asian and Middle Eastern Studies; Philosophy; and Theology and Religion, as well as the Ruskin School of Art. The Division has more than 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 innovative 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.uk.

How to apply

Applications are made through our e-recruitment system and you will find all the information you need about how to apply 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. It should also include a statement of teaching range and experience in relation to the needs of the Faculty and Oriel college as specified above. The statement 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 is available at:

<https://staff.web.ox.ac.uk/recruitment-support-faqs>

If you require any further assistance please email recruitment.support@admin.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 e-recruitment system 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**, which with effect from 1 October 2023 will be 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 dependents. 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.