Regent’s Park College Oxford

Further Particulars

Stipendiary Lecturer in Politics
Effective from 01 October 2023

Overview of Role

Job title: Stipendiary Lecturer in Politics
Contract: Permanent
Hours: 0.125 FTE appointment, 1.5 tutorial hours per week average
Salary: £3,720 pa (£29,762 FTE)
Responsible to: Director of Studies in Philosophy, Politics and Ethics

Regent’s Park College

The University of Oxford comprises 38 Colleges and 5 Permanent Private Halls collectively associated with the academic departments and central offices. Regent’s Park College is the largest of the Permanent Private Halls with about 150 undergraduates, 130 postgraduates, 25 candidates on courses for (Baptist) ministry and 25 visiting students who come for between one and three terms as part of their home degree, mostly from the USA and the EU. Undergraduates study on courses in the Humanities and Social Sciences including Classics, English, Geography, History, Politics, Law, Philosophy, Theology and Economics. Postgraduates study on a wide range of courses including Theology.

The College occupies an historic site in Oxford on the corner of St. Giles and Pusey Street, an advantageously central location between the Ashmolean Museum and the University’s Radcliffe Observatory Quarter. Regent’s Park College is committed to academic excellence and has a reputation as a friendly and supportive community.

Further information can be found on the college’s web site: http://www.rpc.ox.ac.uk.

Duties

The College seeks to appoint a part-time Stipendiary Lecturer in Politics. Currently the College takes two or three students a year for PPE and one student a year for History & Politics.

Main duties and responsibilities

As Lecturer in Politics the successful candidate will, following the tutorial and other conventions and expectations agreed by the College:

- Act as organising tutor for Politics and arrange teaching in Politics as required for PPE and History & Politics students;
- Teach, as appropriate, students in PPE and History & Politics;
- Participate in undergraduate admissions in PPE and History & Politics as agreed between her/him and the Directors of Studies in PPE and History & Politics;
• Participate in Open Days (normally late June/early July and mid-September);
• Set and mark collections as required, and submit meaningful and specific reports on the University reporting system;
• Help arrange teaching and, where appropriate, teach on the visiting student programme;
• Attend the Tutorial Committee which monitors the progress of undergraduates in college;
• Liaise with other staff on teaching and pastoral issues where necessary.

The Lecturer is responsible to the Principal as her / his line manager, and reports to the Directors of Studies for PPE and History & Politics on issues relating to teaching arrangements. S/he is finally accountable to the Governing Body of the College.

The Lecturer will participate in the performance development review processes which are agreed by the Governing Body of the College.

The duties of the post are subject to regular review as the role develops.

**Person specification and selection criteria**

The successful candidate will demonstrate the following in their application and at interview:

**Essential**
- An undergraduate degree in PPE or other BA degree in Politics
- A PhD in Politics or working towards a PhD in Politics
- Experience of teaching undergraduates

**Desirable**
- Experience of Oxford University examining and marking
- Experience of Oxford University teaching and administration of joint schools including PPE
- Experience of Oxford University Admission interviews and administrative procedures for joint schools including PPE
- An ability to teach the Theory of Politics paper

**Terms and Conditions**

The salary is £3,720 per annum based on an average of 1.5 teaching hours over the year. Any additional teaching will be paid by the hour at the Senior Tutors’ Committee rate.

The first year will be a probationary year.

Teaching rooms can be booked through the main office.

The Lecturer will have the right to take the equivalent of two meals per week in college during term time and the Admissions period, and on Open Days, and be a member of the Senior Common Room.

The Lecturer will have access to a health cash back plan.
Application Procedure
Candidates should write a letter of application addressed to the Senior Tutor, Dr Anthony Clarke, explaining why they wish to be considered for the post and how they meet the selection criteria above. Candidates should include a full CV, including the names and addresses of two referees. Candidates should arrange for referees to supply written references to the address below by the closing date.

Applications should be submitted electronically to the PA to the Principal, Human Resources at kristin.anderson@regents.ox.ac.uk.

Closing date
Applications to be received by 9am 24th August 2023.

Interviews
Interviews are expected to take place 13th September 2023. Shortlisted candidates will be asked to make a brief teaching presentation, details for which will be confirmed when invitations are issued.

Equal Opportunities Statement
The policy and practice of the College and the University of Oxford require that all staff are offered equal opportunities within employment and that entry into employment and progression within will be determined only by personal merit and the application of criteria related to the duties of each particular post and the relevant salary structure. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation. For monitoring purposes we ask all applicants to complete an equal opportunities monitoring form. The information will remain separate and will not be used in any selection decisions.

Right to work in the UK
The appointment will be conditional on satisfactory provision of proof of the right to work in the UK.

Data Protection
Regent’s Park College is committed to protecting the privacy and security of personal data. Our Staff Applicants Privacy Notice explains what personal data Regent’s Park College holds about applicants, how we use it internally, how we share it, how long we keep it and what your legal rights are in relation to it.