

Regent's Park College Oxford



Post

Tutorial Fellowship in Theology and Ministerial Formation
with effect from 1 September 2026

Overview of the Post

Regent's Park College is in the position to expand its ministerial formation team at a crucial and exciting point in its history. As the College looks towards achieving collegiate status, the current Director of Ministerial Formation will become full-time in his role as Vice-Principal thus creating the need for a new member of staff to take over this role. The appointee will serve as Director of Studies for the BTh suite and for all ministerial students, offer teaching - particularly in the BTh suite - and engage actively in research. They will be an accredited minister within the Baptist Union of Great Britain or within a Union or Convention that is a member of the Baptist World Alliance and bring experience of ministry in a local church context.

The appointee will share in leadership and administration within the College and be involved in the general pastoral care of students. They will also be willing to undertake reasonable administrative responsibilities as may be requested of them from time to time and be prepared to consider taking on a major administrative and leadership role within the College should this be requested of them. They will have a record of research commensurate with the expectations of the position of a College Fellow, taking into account their career trajectory and the specificities of this role.

The successful candidate will be able to demonstrate willingness to engage academically with colleagues who teach and research in the other subject areas that Regent's offers.

Duties of the Tutorial Fellow in Theology and Ministerial Formation

Director of Studies and Teaching

1. The Fellow will be Director of Ministerial Formation having oversight of the ministerial formation in college with the rest of the ministerial team. In addition to teaching and organising teaching, this will involve modelling preaching and worship, offering appropriate pastoral care, organising placements for ministerial students in conjunction with Baptist Regional Associations, and visiting students and churches as necessary.
2. The Fellow will lead the ministerial formation team and be line manager for some of the other members of the team.
3. The Fellow will be the designated safeguarding lead in relation to ministerial students in their placement contexts.
4. The Fellow will be Director of the BTh Suite and have overall responsibility for undergraduate students in this programme, arranging teaching and supervising these arrangements, leading the admissions process, monitoring the progress of and offering pastoral support to students in accordance with College guidance concerning the role. The BTh Suite sits within the Department for Continuing Education (OUDCE) and the Fellow will be part of the Department's management committee for the BTh, sit on the exam board for the BTh and may be invited to contribute to the Department in other ways.

5. The full teaching stint is 12 weighted tutorial hours per week, although this is mainly worked out in seminars and classes for the BTh. This is subject to reduction in accordance with agreed College policies relating to externally funded research grants and administrative or leadership roles. There may also be requested to teach students on the BA in Theology and Religion, visiting students and those on the MTh.
6. The Fellow will have responsibility for the Newly Accredited Ministers programme of the College and will contribute to its Community Learning Programme.
7. The Fellow will have involvement in the community learning work of the college, supporting it as appropriate.
8. The Fellow will seek to develop strong relationships with Regional Associations from where ministerial students come and with churches in these Associations.
9. The Fellow will be a member of College committees as appropriate.
10. The Fellow may be asked to offer occasional work for the Faculty of Theology and Religion, and may be asked to teach and supervise on the MTh.

Other Responsibilities

1. The Fellow will play a role in the development and work of the Centre for Baptist Studies.
2. The Fellow will be involved in College administration and governance, including participating in the Fellows' meeting and in its sub-committees as appropriate. The Fellow in Ministerial Formation also sits ex-officio on the Governing Body which usually meets once per term. All Fellows are ex officio members of the College's Council, which usually meets once per year.
3. The Fellow will be prepared to consider taking up a major College administrative or leadership role if requested by the Principal to do so.
4. The Fellow will be expected to engage actively in research and publication in their field. They may apply for one term's Sabbatical leave normally every seventh term (on full salary) in accordance with College policies and procedures.
5. The Fellow will be expected to contribute to the cultivation of the College's academic community through activities such as participation in Research Seminars, Academic Societies and offering occasional seminar papers or lectures within College.
6. The Fellow will have pastoral care of a group of undergraduate students as Personal Tutor, and will act as Advisor for a group of graduate students.
7. The Fellow will normally be available to undertake their College responsibilities in Oxford during full term (3 x 9 weeks), unless on sabbatical or by arrangement, and be available to participate in College activities across the year as appropriate. A flexibility of approach and commitment to teamwork is required.

Structure of responsibility

1. The Fellow reports to the Principal, who acts as their line manager in relation to their work, within and for the College. They are finally accountable to the Governing Body of the College.
2. The Fellow is a member of the Fellows' Meeting, which advises the Principal.
3. The Fellow will be nominated by the College for membership of the appropriate Faculty. The College does not have the power to confer this membership.

Terms of Appointment

1. This is a full-time, permanent appointment. It is subject to confirmation after a probationary period of one year, with an interim review at six months. Term time absences of more than a de minimis nature are permissible for good reason, including fieldwork and/or other research commitments, and with the agreement of the Principal.
2. At the time of advertising the salary for this post is £54,890. There is currently no graduated salary scale, but the salary is reviewed annually by the Trustee's Remuneration Committee. Further details are available on request.
3. The Fellow will be automatically enrolled into the Universities Superannuation Scheme (USS) unless they notify the College otherwise, with College contributions.
4. The Fellow will be provided with office space furnished with appropriate equipment which will be considered their normal place of work.
5. The Fellow will be eligible to apply for paid sabbatical leave of one term in seven terms.
6. The Fellow will have the right to dine in College when meals are available to staff, up to five lunches and five dinners per week. The Fellow will be a member of the Senior Common Room.
7. The holiday entitlement is 30 days plus 8 bank holidays a year. The two May bank holidays are normally worked because they fall in Trinity Term and a day in lieu for each taken outside of term time. Holiday is not normally permitted during term time, though may be taken with prior agreement of the Principal under special circumstances.
8. In the event that the Fellow be granted a joint appointment with the University/Faculty, the College will add an amount to the University salary to provide a total salary not less than the level described above. In addition, the College will pay an emolument in recognition of duties beyond those required from Fellows who are not University post-holders.
9. The College offers a health cash plan, contributory for partners.
10. Following the probationary period of 12 months, the Fellow will meet with the Principal to discuss their personal and professional development in accordance with college policies and procedures.
11. The Fellow will be expected to act in accordance with and be subject to the various College policies and procedures as adopted by its Governing Body from time to time.

Person Specification and Selection Criteria

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

Essential

1. Be an accredited minister in the Baptist Union of Great Britain or a Union or Convention which is a member of the Baptist World Alliance;
2. Have a doctorate in their academic field or equivalent research experience;
3. Have experience of ministry in a local Baptist church setting;
4. Have experience of teaching and be able to teach a range of papers within the BTh Suite;
5. Be able and willing to work sensitively in an ecumenical and multi-faith context;
6. Have a research and publication record in their field commensurate with the expectation of this role and the stage of their career and be able to demonstrate a commitment to exploring interdisciplinary research with other disciplines within college;
7. Be able to demonstrate their own commitment to Continuing Ministerial Development;
8. Be able to demonstrate efficiency in administration and competence in using a variety of IT;

9. Be flexible and willing to work as a team member;
10. Be able to offer pastoral support to students.

Desirable

It is desirable that candidates:

1. Have experience of working with graduate students in teaching or supervision;
2. Have experience of managing other people;
3. Have experience of broader Baptist denominational life;
4. Have knowledge of Oxford's academic context and practices.

Application procedure

1. Persons considering applying who would like an informal conversation with the Principal or Vice-Principal about the post may arrange such a conversation by contacting human.resources@regents.ox.ac.uk
2. Applications are welcome from all suitably qualified candidates, including those from backgrounds which are under-represented in academic posts in Oxford.
3. Candidates should address a letter of application to the Principal explaining how the applicant believes that they meet the selection criteria specified.
4. The application letter along with current CV and the names of three referees, should be received by Human Resources human.resources@regents.ox.ac.uk by 27th April (9am) in electronic or hard copy.
5. All applicants will be asked to complete an Equal Opportunities Monitoring Form. This will be sent upon receipt of application.
6. Shortlisted applicants will need to ask their three referees to write directly via email to the same address.
7. Interviews are expected to be held on 14th May but this date will be confirmed. Candidates invited for interview will be asked to make a presentation. Information will be provided.
8. The preferred starting date for the post will be 1 September 2026.

Selection process

Applications for this post will be considered by a selection panel comprising the Principal (or nominee), relevant College academic staff, members of the College's Governing Body, and a representative of the Faculty of Theology and Religion. The selection panel duly constituted is responsible for conducting all aspects of the recruitment and selection process, and is authorised by the College's Governing Body to make the appointment. No offer of appointment will be valid until and unless a formal contractual offer has been made. The appointment will be subject to standard pre-employment screening, as applicable to the post, including references, right-to-work, proof of identity and enhanced DBS.

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 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. 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.

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.

Annex

Regent's Park College, Oxford

The University of Oxford comprises 39 Colleges and 4 Permanent Private Halls which are collectively associated with the academic departments and central offices. Regent's Park College was founded in Stepney, London, in 1810, incorporating a Baptist Education Society formed in 1752 to which the College traces its roots. It became a Permanent Private Hall of the University of Oxford in 1957, with full rights to matriculate undergraduate and postgraduate students in the University and with its Fellows as teaching members of the University Faculties.

Regent's Park College is the largest of Oxford's four Permanent Private Halls, with in the region of 200 full-time and 90 part-time students. These include approximately 120 undergraduates, 120 postgraduates, 35 candidates on vocational theology and ministry courses and 15 FTE visiting students who come for between one and three terms as part of their home degree, many from the USA and the EU. Undergraduates study on courses in the Humanities and Social Sciences including, English, Geography, History, Human Science, Politics, Law, Philosophy, Theology and Economics and associated joint degrees. Postgraduates study a wide range of courses and programmes.

The College is committed to enabling all students who so desire to make connections between their academic disciplines and religious faith. It has particular interest in developing inter-disciplinary approaches to teaching and research engaging with theology. As a Baptist foundation in membership of the Baptist Union of Great Britain, an indispensable part of the work of Regent's Park College is the training of candidates for the Baptist ministry in the United Kingdom and abroad, through both residential and church-based courses.

The College occupies an historic site in the centre of Oxford on the corner of St. Giles and Pusey Street, an advantageously located 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>.