



University of Oxford
**St Edmund
Hall**

**Stipendiary Lectureship in Law (7 hours)
20 April 2025 to 20 June 2026**

FURTHER PARTICULARS

The College proposes to appoint a 7-hour Stipendiary Lecturer in Law, beginning at the start of Trinity Term 2025 and running until the end of Trinity Term 2026 (i.e. four terms). The post is to cover Professor Joanna Bell's FHS Administrative Law and Mods Constitutional Law teaching, while she is on maternity/sabbatical leave. Please note that the College is unable to sponsor a work visa in respect of this position.

St Edmund Hall's roots are in the 13th Century, making it one of the oldest educational institutions now within the University of Oxford. It is the only medieval academic Hall to have preserved its identity; the ancient name of "Hall" has been retained to reflect its long history and pre-collegiate university roots. At Oxford, the collegiate university comprises the colleges collectively associated with the academic departments and central offices. However, in legal, financial, and organisational terms each college is an independent corporation, self-governing and self-contained. St Edmund Hall, in common with all Oxford colleges, has recently been granted status as a registered charity. Our current Principal, Professor Katherine Willis, joined the Hall in October 2018.

St Edmund Hall occupies a historic site in the middle of Oxford, just off the High Street. The College community has around 70 Fellows (just over half of whom form the Governing Body), and around 400 undergraduate and 300 postgraduate students and up to 32 Visiting Students, in addition to administrative and domestic staff. The Queen's Lane main site accommodates many of our facilities, including the administration, Fellows' rooms, the Senior, Middle and Junior Common Rooms, Dining Halls, and student accommodation. Our library is on this site, occupying the beautiful former church of St Peter-in-the-East. We have further extensive student accommodation properties in north and east Oxford: in Norham Gardens, and on the Iffley Road and Dawson Street.

Law at St Edmund is taught by two Law Fellows, Professor Joanna Bell, and Professor Brooke Marshall, supported by college lecturers, Mr Karl Laird and Ms Eimear Fanthorpe. On the undergraduate programme there are around six-eight students in each year group. There are also small groups of postgraduate students studying on taught and research programmes relating to Law attached to the college. The college has a student-run Law Society, known as the Portia Society, which provides a forum for interaction between different year groups and study programmes through the organised of law-related events.

1. Duties of the Post

Upon being appointed to the post, the Stipendiary Lecturer will be expected to:

- i. provide around seven hours of teaching to undergraduates per week during term. Please note, this is an average and these hours will not necessarily be evenly spread. The teaching will be exclusively in FHS Administrative Law and Mods Constitutional Law. Specifically, the lecturer will be required to deliver:
 - In TT25, a set of eight tutorials in Administrative Law to second year Law students from one College, and revision sessions in Administrative Law to third year students from three Colleges.
 - In MT25, a set of eight tutorials in Constitutional Law to first year Law students from SEH.
 - In HT26, a set of eight tutorials in Administrative Law to second year Law students from SEH and one other College.
 - In TT26, a set of eight tutorials in Administrative Law to second year Law students from one College, and revision sessions in Administrative Law to third year students from three Colleges.

More details about the papers offered by the Law Faculty, including FHS Administrative Law, can be found here: [Options and Core Courses | Oxford Law Faculty](#).

- ii. to contribute to the organisation of teaching for St Edmund Hall undergraduate and graduate students reading Law, including the organisation and running of start and end of term meetings and/or Principal's Collections with students.
- iii. to set and mark collection papers in FHS Administrative Law and Mods Constitutional Law as required.
- iv. to attend a minimum of two to three College/Portia Society dinners with students at the start of MT25 and during TT26.
- v. provide pastoral support to undergraduate and postgraduate students.

2. Person Specification/Selection Criteria

- i. Applicants should hold or be working towards a doctorate in Law or be able to demonstrate excellence in legal research in other ways. Consistent with Law Faculty policy, we will not offer employment to research students who have not yet obtained their D. Phil student status (i.e., passed their Qualifying Test).
- ii. Applicants should have the potential to deliver excellent tutorial and revision teaching on the FHS Administrative Law and Mods Constitutional Law courses. Evidence of previous small group teaching experience is highly desirable.

- iii. Preference may be given to candidates who have teaching experience and/or a demonstrable research interest relevant to the course in Administrative Law and/or Constitutional Law.
- iv. Applicants should have the ability to provide, and a commitment to providing, excellent pastoral support to undergraduate and postgraduate students.

Applications will be judged only against the criteria set out above and should clearly show how the applicant's skills and experience meet these criteria.

3. Terms and Conditions

The appointment will be for four terms, beginning from start of Trinity Term 2025 and running to the end of Trinity Term 2026. (20 April 2025 to 20 June 2026).

The appointment will be made on the Senior Tutors' Committee recommended scale for 7-hour Stipendiary Lecturers (in the range £19,330 to £21,359 per annum) and will be pensionable with the Universities Superannuation Scheme (USS).

The successful candidate will be entitled to a research allowance at the rate of £925 per annum.

The Lecturer will also be entitled to:

- i. Lunch and dinner at the Common Table throughout the period of the appointment whenever the College Kitchen is open.
- ii. The use of a bookable teaching room.

8. Equal Opportunities Policy

St Edmund Hall is an Equal Opportunities employer committed to excellence in research and teaching.

9. Applications

Applications should be sent by email to recruitment@seh.ox.ac.uk not later than **GMT noon on Friday, 7 February 2025**. Applications should include:

1. A short covering letter, of no more than one page, explaining the candidate's motivations for applying, and how they meet the criteria of the post.
2. A CV, detailing career, education, and qualifications (including degree classifications); teaching experience and research in progress or planned; publications, prizes, or awards. The CV should be no longer than four pages and ideally less than two.
3. The names of two academic referees (see below).

Late or incomplete applications will not be considered.

Interviews are expected to take place in Oxford on Thursday, 20 February 2025.

If you have any queries about the post's duties, please contact Professor Joanna Bell (joanna.bell@law.ox.ac.uk).

Referees

You are advised to contact your referees before applying, to ensure that they are aware of your application and the requirements for the post, and to ensure that they would be content to write a reference for you for this post if asked to do so, in the event that you are shortlisted. Your application should include for each referee their name, position, relationship to you, postal address, email address and contact telephone number, and whether you give permission for us to contact them. Shortlisted candidates will be asked to contact their referees and ask them to submit the references directly to us.

The College welcome applications from candidates who have a disability or long-term health condition and are committed to providing long term support. The University's disability advisor can provide support to applicants with a disability, please see www.admin.ox.ac.uk/eop/disab/ for details. Please let us know if you need any adjustments to the recruitment process, including the provision of these documents in large print, audio or other formats. If we invite you for interviews, we will ask whether you require any particular arrangements at the interview.

Recruitment Monitoring

Please also consider completing the online Equal Opportunity Monitoring Form. Submission of this form is voluntary and does not form part of the selection process, but we would be grateful if you are willing to return it with your application to assist us with our equal opportunity monitoring. A paper copy can be obtained on the website or by emailing recruitment@seh.ox.ac.uk.

All applications will be acknowledged after receipt.

Equality of Opportunity

The Equal Opportunities policy of the College requires that all staff are offered equal opportunities within employment. Entry into employment will be determined only by personal merit and the application of criteria related to the post. Subject to statutory provisions, no applicant 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.

Privacy Notice

The College's Privacy Policy can be found by visiting <https://www.seh.ox.ac.uk/policies-accounts-and-legal-documents>.

Notes

- 1. This employment is subject to the candidate demonstrating that they have the right to work in the UK. At all times your employment is subject to the provision of original documentation to establish your right to work and remain in the UK, which the College requires in order to comply with its duties under the Immigration, Asylum and Nationality Act 2006. It will remain your responsibility to ensure that you are able to produce such documentation as and when requested from you. Candidates that require a visa to work in the United Kingdom are encouraged to check before applying to ensure that they are eligible for an appropriate visa using the information provided by the [University of Oxford Staff Immigration Team](#).*
- 2. All data supplied by applicants will be used only for the purpose of determining their suitability for the post, and will be held in accordance with the principles of the General Data Protection Regulations.*
- 3. St Edmund Hall is an Equal Opportunities Employer. Conduct against fellow employees and college members that is offensive or detrimental to them on grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation, is not tolerated.*
- 4. Smoking (including electronic devices) is not permitted at any of the sites or buildings belonging to St Edmund Hall.*