



EXETER COLLEGE, OXFORD



ST EDMUND HALL, OXFORD

Stipendiary Lecturership in History

Fixed-term contract

Further Particulars

The Post

1. Exeter College and St Edmund Hall propose to appoint a **Stipendiary Lecturer in History**. The post will be tenable from 1 October 2024 to 30 September 2025, and will teach History to undergraduates.
2. The Lecturer will be required to undertake 176 'contact' hours of tutorial or class teaching of undergraduates of the two colleges (or by exchange with other colleges) across the period of the appointment.

It is envisaged that this will be an average of 6 'contact' hours per week whilst working at St Edmund Hall, and an average of 8 'contact' hours per week whilst working at Exeter College.

In the first (Michaelmas) Term, they will be based at St Edmund Hall. In the second two terms (Hilary and Trinity), they will be based at Exeter College. Shared use of an office and teaching room will be provided by each college.

In addition, they will be required to:

- set and mark College examinations;
- participate in Admissions at St Edmund Hall;
- participate in Access and Outreach activities (as required); and
- participate fully in the running of History within St Edmund Hall during Michaelmas (Autumn) Term and within Exeter College during the Hilary and Trinity (Spring and Summer) Terms.

3. This is a fixed-term, non-renewable post, for the period 1 October 2024 to 30 September 2025. The post is designed to cover a temporary teaching need created by periods of sabbatical leave for Prof de Vivo (St Edmund Hall) and Prof Marocchi (Exeter College). It is, therefore, not possible to extend the post beyond 30 September 2025.
4. This appointment is open to suitably-qualified candidates from all backgrounds. We especially welcome applications from women and ethnic minorities, who are under-represented among academic staff, and from those whose caring or family responsibilities mean that they do not work full-time or mean that they are now returning to work following a career break.

However, all applications will be considered entirely on merit, and with due regard to each candidate's relevant experience and circumstances.

History at St Edmund Hall

5. The College has a friendly and welcoming community of historians, undergraduates, postgraduates and tutors. We encourage our undergraduates to cultivate their individual interests and preferences and offer them the widest practicable choice of subjects. Some undergraduates like to spread their options widely and others prefer to concentrate as far as possible on a particular period, area, or type of history. The College's history fellows include [Professor David Priestland](#), who works on late-twentieth-century east European and global, and [Dr Zoe Farrell](#), the Leverhulme Early Career and Junior Research Fellow who works on early modern history.

Further information on St Edmund Hall can be found at www.seh.ox.ac.uk.

History at Exeter College

6. For information on Exeter College, please see <http://www.exeter.ox.ac.uk>, especially www.exeter.ox.ac.uk/applicants/student-life/teaching-and-research/undergraduate-teaching/. The College usually admits 8–10 undergraduate students each year to read History.

In addition, there are around 26 Visiting Students in residence each year from Williams College, a highly selective American liberal arts college in Massachusetts, USA, many of whom take tutorials in History. The College's vibrant History community includes usually twelve students studying for Masters and Doctoral degrees in History and related disciplines.

7. Exeter College has two Tutorial Fellows in History: [Professor Christina de Bellaigue](#), who teaches modern British and European History and Gender and Women's History; and [Professor Giuseppe Marcocci](#), who teaches Early Modern European and World History.

In addition, the College employs the Boskey Career Development Fellow, who is currently being recruited.

For more information on History at Exeter, see <https://www.exeter.ox.ac.uk/history/>

Undergraduate Teaching at Oxford

8. Undergraduates studying History at Oxford are taught a given subject in two ways: through lectures and seminars (which are organized by the Faculty of History) and through college tutorials and college classes (which are arranged and usually given by College Fellows and Lecturers, such as the person who is appointed to this post). The tutorial system is a unique feature of the Oxford teaching and learning experience. Our students are typically very able, committed, and well-motivated.

Teaching students in very small groups (a tutorial normally involves a tutor and two students) allows the tutor to respond directly to students' ideas, and to tailor their teaching to the interests and enthusiasms of different students. As well as giving tutorials in the areas of their own research, tutors at Oxford typically give tutorials in other areas that they are interested in and knowledgeable about, but that are not necessarily the focus of their current research.

Duties of the Post

9. *Teaching*: the Lecturer will be required to undertake 176 'contact' hours of History teaching for St Edmund Hall and Exeter College, or by exchange for students from other Colleges, across the period of the appointment. As above, this will normally be in tutorials or small classes.

The Lecturer will be expected to teach the following papers (modules):

First Year papers (Prelims):

Essential:

- *Approaches to History* – three of the following: Anthropology and History; Archaeology and History; Art and History; Economics and History; Histories of Race; History of Women, Gender and Sexuality; Sociology and History [a historiography paper focusing on different influences on historical research and writing; taught 3 or 4 sessions for each approach]
- *European and World History (EWP3) - Renaissance, Recovery & Reform, 1400-1650* [an overview paper taught over 7 sessions]

Desirable:

- *Foreign Texts: Machiavelli* [a historiography paper focusing on a set text in Italian; taught over 7 sessions across Michaelmas Term (4) and Hilary Term (3)]
- *Foreign Texts: Vicens Vives* [a historiography paper focusing on a set text in Spanish; taught over 7 sessions across Michaelmas Term (4) and Hilary Term (3)]
- *Optional Subject – Conquest and Colonisation: Spain and America in the 16th Century* [a paper focusing the American and Spanish worlds during the sixteenth century; taught over 6 sessions]

Second and Third Year papers (Final Honour Schools):

Essential:

- *European and World History (EWF6) – Early Modern Europe, 1500-1700* [an overview paper taught over 8 sessions]
- *European and World History (EWF7) – Eurasian Empires, 1450-1800* [an overview paper taught over 8 sessions]
- *Disciplines of History – Making Historical Arguments (Year 2) and Making Historical Comparisons (Year 3)* [a methodology paper focusing on historiography; taught over 8 sessions across the Second Year and Third Year]

Desirable:

- *Special Subject – Politics, Art and Culture in the Italian Renaissance: Venice and Florence* [a paper focusing on set texts about Renaissance Italy; taught over 8 sessions]
- *Supervision of undergraduate theses in early modern Iberian history*

For more information on these papers, see <https://www.history.ox.ac.uk/ba-history>

10. *Administration:* the Lecturer will be expected to:

- act as Personal Tutor for undergraduate History and History joint-school students and Visiting Students at St Edmund Hall during Michaelmas Term;
- act as College Adviser for graduate students in History and cognate fields at St Edmund Hall during Michaelmas Term;
- submit reports at the end of the Term on students taught;

- set and mark Collections (internal college examinations) promptly;
- participate in the end-of-Term reviews of students reading for History, and related courses at St Edmund Hall in Michaelmas Term and at Exeter College in Hilary and Trinity terms;
- participate in College undergraduate admissions (including assessing candidates' submissions during October and November and interviewing candidates and participating in decision-making meetings after the end of the Michaelmas Term in December) for St Edmund Hall;
- participate fully and actively in Open Days and Outreach events for both colleges, as required;
- work alongside colleagues in History in the collaborative running of History within the colleges (and, in particular, contributing to study-skills and essay-writing sessions and training for first-year students); and
- undertake such other duties as are reasonably required to support the teaching of History and its related subjects at St Edmund Hall in the first instance and then at Exeter College.

Selection Criteria

11. The formal selection criteria for the post are as follows:

- a. The proven ability, or the potential, to provide excellent tutorial and small group teaching in a range of undergraduate topics in History (as described in paragraph 9 above); and
- b. The ability and willingness to undertake College administration and duties (as described in paragraph 10 above).

12. The qualities that we are seeking therefore include:

- a. Scholarship of the highest quality that demonstrates innovation and the capacity to select appropriate problems through a good knowledge of an important research area;
- b. Excellent communication, interpersonal, presentation, and organisational skills;
- c. A willingness to engage in teaching in a range of History topics;
- d. An understanding of the learning needs of undergraduate students and how to address them;
- e. An informed interest in the full range of academic duties of the post; and
- f. The ability to contribute to a research community.

Pay and Benefits

13. The salary for the period of the appointment will be within a range £27,946 - £31,365 per annum.

In addition, the Lecturer will be automatically enrolled in the Universities' Superannuation Scheme unless they elect not to join.

The salary and allowances are subject to revision, at the discretion of the Governing Body, in accordance with any general increase in academic salaries.

14. In addition, the Lecturer will be entitled to draw upon an Academic Support Allowance (i.e. an expenses account to support costs associated with the teaching and scholarship of the Lecturer) of £1,467 for the period of the appointment.

15. The Lecturer will be entitled to take lunch and dinner in St Edmund Hall in the period 1 October–31 December 2024, and in Exeter College in the period 1 January–30 September 2025, free of charge at the Common Table, on days for which the Governing Body of the relevant college makes such provision.

16. Exeter College has generous family leave arrangements, in line with those offered by the University. Details are available on request from the College's HR Manager.
17. The postholder will be provided with shared use of a teaching room (office), by arrangement.
18. Should the Lecturer wish to do teaching in excess of their contractual obligation, it will be remunerated at the standard rates recommended from time to time by the Senior Tutors' Committee.
19. The Lecturer should consult the Senior Tutor of Exeter College and other relevant colleagues before taking on any additional employment or responsibilities.

How to Apply

20. Informal enquiries about this post may be directed in the first instance to the HR Manager of Exeter College (vacancies@exeter.ox.ac.uk). Any such enquiries will be treated in confidence and will not form part of the selection process.
21. Candidates should submit all application materials by email to the HR Manager, vacancies@exeter.ox.ac.uk. If possible, applications should be submitted as a PDF file.
22. Applications must include:
 - i. A covering letter, which should include a list of subjects on the Oxford syllabus on which candidates are currently able to give undergraduate tutorials;
 - ii. A full *curriculum vitae* including teaching experience; and
 - iii. The names and contact details of two referees.

Candidates are also asked to complete a Recruitment Monitoring form, if they are willing to do so. This can be submitted via email (vacancies@exeter.ox.ac.uk).

23. Candidates should ask their referees to send references directly to the HR Manager (vacancies@exeter.ox.ac.uk) **before the closing date**, and should supply each referee with a copy of these Further Particulars. The College wishes to take this opportunity to thank in advance those referees who write on behalf of applicants.
24. The closing date for applications, and the last date for receipt of references direct from referees, is **12pm midday (BST) on Wednesday 24 April 2024**. It is the responsibility of each applicant to ensure that their application, and the references, arrive before the deadline.
25. We anticipate that interviews will be held in Oxford on Monday 13 May 2024.

Selection Process

26. Applications for this post will be considered by a selection committee, made up of Fellows of Exeter College and St Edmund Hall.
27. The policy and practice of the College require that entry into employment within the College 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.

Further Information

- 28.** Both Exeter College and St Edmund Hall welcome diversity among their staff, students and visitors, recognising the particular contributions to the achievement of the Colleges' mission which can be made by individuals from a wide range of backgrounds and experiences. The colleges aim to provide an inclusive environment which promotes equality, values diversity and maintains a working, learning and social environment in which the rights and dignity of all its staff and students are respected to assist them in reaching their full potential. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage, civil partnership, pregnancy, or maternity. In all cases, ability to perform the job will be the primary consideration. The colleges will make such adjustments to the application procedure, workplace and working arrangements as are reasonable to accommodate suitably qualified disabled applicants.

The contract of employment will be issued by Exeter College on behalf of both Exeter and St Edmund Hall. Exeter College's policies on equality are available from its website:

<http://www.exeter.ox.ac.uk/equality-and-diversity/>

- 29.** The prospective employee must be eligible to work in the UK, and the appointment will be subject to provision of proof of the right to work in the UK before employment commences. It is unlikely that we will be able to sponsor a Skilled Worker visa for this post.

Any applicant who is already working in the UK under the terms of a visa should check carefully before they apply whether their visa gives them the right to undertake "teaching" work. (NB that a Tier 2 or Skilled Worker Visa which permits "research" employment without reference to "teaching" is unlikely to be satisfactory).

- 30.** The appointment will also be subject to Exeter College receiving a completed medical questionnaire which is to its satisfaction.
- 31.** All data supplied by candidates will be used only for the purposes of determining their suitability for the post. Information regarding the way we process your 'personal data', as part of the General Data Protection Regulation (GDPR) and Data Protection Act, can be found in the Privacy Policy published on our website at <https://www.exeter.ox.ac.uk/governance/>.