



Job description and selection criteria

Job title	Departmental Lecturer in Greek Literature
Division	Humanities
Department	Faculty of Classics and Magdalen College
Location	Magdalen College and Ioannou Centre for Classical and Byzantine Studies
Grade and salary	Grade 7.1 – 7.4: £32,236- £35,211 per annum
Hours	Full-time (37.5 hours per week)
Contract type	Fixed-term: 15 months from 1 October 2019 to 31 December 2020
Reporting to	Chair of the Classics Faculty Board Senior Tutor of Magdalen College (for college-specific duties)
Additional information	Closing date: Noon 21 st June 2019. Interviews to be held on Thursday 11 July
Vacancy ID	140913

Overview of the role

The Faculty of Classics, in conjunction with Magdalen College, invites applications for a fixed-term Departmental Lecturership to cover the teaching and other duties of Professor Felix Budelmann while he is on Leverhulme-funded research leave for the fifteen-month period from October 2019 to December 2020. The postholder is expected to engage in advanced study and research in any aspect of Greek Literature, and to lecture and teach both undergraduate and graduate students. They will also be expected to engage in examination assessment, admissions processes, and Faculty administration. The successful candidate for the Departmental Lecturership position will be appointed to a Special Lecturership at Magdalen College, and in respect of duties for the College will report to the Senior Tutor of Magdalen. The Lecturer will be a member of the Senior Common Room of Magdalen, with an entitlement to free meals (lunches and dinners) between 1 October 2019 and 31 December 2020, and will have the use of a teaching/study room in College.

College-specific duties:

During Full Term (each of Oxford's three Full Terms of the year is eight weeks long) the Lecturer will be required to provide an average of eight contact hours of tutorial teaching per week for undergraduates reading *Literae Humaniores* (Classics), Classics & English, Classics & Modern Languages, and Classics with Oriental Studies. Most of the teaching will be for literature options. The successful candidate must be able to teach *Homer's Iliad* and *Texts and Contexts* for Mods, and at least three options for the Final Honour School (e.g. *Greek Core*, *Greek Tragedy*, *Early Greek Hexameter Poetry*). There will also be some need for Greek and/or Latin language teaching (including unseen translation and prose composition). The successful candidate will be expected to organise all teaching in Greek and Latin languages and literature at Magdalen, participate in the undergraduate admissions process, set and mark College examinations ('collections'), provide pastoral care and advice to

students, and participate in outreach activities and subject-related social events.

Further details of these courses are available at <http://www.classics.ox.ac.uk/>.

Responsibilities/duties

In addition to the College duties above, the successful candidate will be expected to:

- Give 16 lectures in the course of the first three terms, and 8 lectures during the fourth term, on topics in Greek Literature, as directed by the Faculty; and supervise undergraduate students;
- Be the first contact for student matters relating to attendance, conduct, coursework, performance, and welfare (referring matters to others as appropriate);
- Gather and analyse feedback from students, colleagues, and examiners, and modify course design, content, or delivery as appropriate;
- Organise specific areas of the syllabus as required;
- Supervise postgraduate students as requested by the Faculty;
- Undertake undergraduate and postgraduate assessment and University examining in Greek as requested by the College or Faculty;
- Participate in the administrative work of the Faculty of Classics under the direction of the Chair of the Faculty Board, and participate in Sub-Faculty and Joint Sub-Faculty meetings;
- In support of the development of courses and as a secondary commitment alongside teaching, manage their own academic research activities, conduct independent research, and generate original ideas to build on existing concepts;
- Occasionally write research articles for peer-reviewed journals, book chapters, and reviews, and disseminate research findings at conferences.

The University

The University of Oxford aims 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, and in 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. It consistently has the highest external research income of any university in the UK (the most recent figures are available at

www.ox.ac.uk/about/organisation/finance-and-funding), and we rank first in the UK for university spin-outs, with more than 130 companies created to date. 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.

Humanities Division

Humanities is one of the four academic Divisions in the University, each with considerable devolved budgetary and financial authority and responsibility for providing a broad strategic focus across its constituent disciplines. The Humanities Division brings together the faculties of Classics; English; History; Linguistics, Philology and Phonetics; Medieval and Modern Languages; Music; Oriental Studies; Philosophy; and Theology, as well as the Ruskin School of Drawing and Fine Art. The division has responsibility for over 500 members of academic staff, for over 4,000 undergraduates (more than a third of the total undergraduate population of the University), and for about 1,600 postgraduate students.

The Division offers world-class teaching and research, backed by the superb resources of the University's libraries and museums. Oxford's extraordinary resources facilitate research at the very highest level. The Bodleian Library, one of the great libraries of the world, has a continuous history reaching back to the late sixteenth century. Its historical collections are outstanding, and as a legal deposit library it can claim a copy of every new title published in the UK. The Bodleian is now second in size only to the British Library. The English Faculty also has its own library with over 100,000 volumes, including important pre-1800 holdings. Every college has its own library, many of which have important holdings of their own. Such historic resources are linked to cutting-edge agendas in research and teaching, with an increasing emphasis on interdisciplinary study. The Oxford Research Centre in the Humanities (TORCH), established in 2013, supports and encourages interdisciplinary research across the Division and more widely, through a range of networks and projects, involving researchers at every academic level.

The Division's 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: <http://www.humanities.ox.ac.uk/>.

Faculty of Classics

The Faculty of Classics is the largest department of Classics in the world focusing on research and teaching in ancient Greek and Roman culture, civilisation, and history between around 1100 B.C. and A.D. 600. Particular subjects include the study of the ancient Greek and Latin languages, and of literature and documents composed in either, and the histories, cultures and societies of those who used those languages as a mother-tongue or as a principal mode of discourse. The Faculty comprises the two Sub-Faculties of Greek and Latin Languages and Literature and of Ancient History and Classical Archaeology and currently has about 53 permanent academic postholders. Faculty members also include researchers employed on fixed-term contracts, and research and teaching staff employed by the colleges.

Like most other Humanities Faculties in Oxford, undergraduate teaching in Classics is organised primarily by the colleges, which also manage undergraduate admissions and student welfare. The Sub-Faculties and the Classics Faculty Board are responsible for devising the syllabus in the relevant areas for undergraduate courses, for appointing examiners, and for providing lectures and classes to complement the college teaching (known as tutorials). The Faculty Board controls the admission and supervision of graduate students through its Graduate Studies Committees. There are currently about 85 graduate students in Classical Languages and literature, 65 graduate students in Ancient History and about 75 in Classical Archaeology (the latter are admitted through the Graduate Studies Committee of the School of Archaeology) reading for higher degrees (the MLitt and DPhil by thesis, and the MSt and MPhil which are normally a mixture of thesis and taught course).

The Faculty is based in the Ioannou Centre for Classical and Byzantine Studies, at 66 St Giles', although many activities are also based in colleges. The Ioannou Centre is home to the Faculty Office (including the IT Officers), several of its research projects and a number of academic staff, including Byzantine Studies and the Classics Language teaching staff. It includes facilities for graduates, and acts as a focal point for staff and graduate students in all aspects of Classical studies. It is open throughout the year, and in addition to providing the space for teaching and research, it plays host to a range of seminars, conferences, school visits, exhibitions and other events. Being in close proximity to the Sackler Library, the Ashmolean Museum, the Faculty of Oriental Studies and the Faculty of Medieval and Modern Languages enhances the opportunities for those working in the Faculty.

For more information please visit: <http://www.classics.ox.ac.uk/>.

Magdalen College

Magdalen College was founded in 1458 by William Waynflete, Bishop of Winchester, and Lord Chancellor, on the site of the Hospital of St John, just outside Oxford's East Gate, near the centre of the modern city. Magdalen has many traditions, but enjoys a modern and progressive outlook. Its top priority is academic excellence, and it is committed to the tutorial system as a supportive and intellectually challenging method for undergraduate teaching.

Magdalen College has a strong tradition in the Humanities. Besides two Tutorial Fellows in Classics and Ancient History (Professor Felix Budelmann and Dr Alfonso Moreno), the College has three in English (Professor Laurie Maguire, Professor Robert Douglas-Fairhurst, and Professor Simon Horobin), four in History (Professor John Nightingale, Professor Nick Stargardt, Professor Siân Pooley, and Professor Avi Lifschitz), three in Modern Languages (Professor Raphaële Garrod, Professor Reidar Due, and Professor Juan-Carlos Conde), two in Music (Professor Christian Leitmeir and Mr Mark Williams), and two in Philosophy (Professor Paul Elbourne and Professor Bernhard Salow). Further information is available on the College website (<http://www.magd.ox.ac.uk/>).

The College currently admits about five undergraduates each year to read for the Honour School of Literae Humaniores, and frequently admits one or more undergraduates to study for the Honour Schools of Classics & English, Classics & Modern Languages, and Classics with Oriental Studies.

Selection criteria

Essential

- A doctorate in a related field;
- A record of successful undergraduate teaching within the field of appointment;

- Evidence of excellence, or the potential for excellence, at teaching undergraduate students;
- Sufficient depth and breadth of knowledge in the subject to develop course materials;
- A publication record in a related field;
- An ongoing programme of research;
- Evidence of the ability to collaborate effectively with colleagues in a college and faculty environment;
- Evidence of the ability to participate effectively in the administration of the Faculty, in University examining, and in admissions;
- Evidence of the interpersonal skills necessary for, and a willingness to undertake, the pastoral care of both undergraduate and graduate students.

Desirable

- Experience of graduate teaching.

How to apply

If you would like to apply, click on the **Apply Now** button on the 'Job Details' page and follow the on-screen instructions to register as a new user or log-in if you have applied previously. Please provide details of two referees *and please contact them to request that references should be sent to recruitment@classics.ox.ac.uk by the closing date. It is the responsibility of the applicant to ensure that references are submitted by noon on the closing date.*

The College and the Classics Faculty wish to take this opportunity to thank in advance those referees who write on behalf of applicants.

You will also 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. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants). Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description. Shortlisted applicants will be asked to submit a sample of written work before interview.

Please upload all documents **as PDF files** with your name and the document type in the filename.

All applications must be received by **midday on 21st June 2019** as 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 departments.

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)

Should you experience any difficulties using the online application system, please email recruitment.support@admin.ox.ac.uk. Further help and support is available from www.ox.ac.uk/about_the_university/jobs/support/. To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

Please note that you will be notified of the progress of your application by automatic emails from our e-recruitment system. **Please check your spam/junk mail** regularly to ensure that you receive all emails.

Important information for candidates

Pre-employment screening

Please note that the appointment of the successful candidate will be subject to standard pre-employment screening, as applicable to the post. This will include right-to-work, proof of identity, and references. We advise all applicants to read the candidate notes on the University's pre-employment screening procedures, found at:

www.ox.ac.uk/about/jobs/preemploymentscreening/.

The University's policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for all academic posts and some academic-related posts. From 1 October 2017, the University has adopted an EJRA of 30 September before the 69th birthday for all academic and academic-related staff in posts at **grade 8 and above**. The justification for this is explained at:

www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/.

For **existing** employees, any employment beyond the retirement age is subject to approval through the procedures: www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/.

From 1 October 2017, there is no normal or fixed age at which staff in posts at **grades 1–7** 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

University Club and sports facilities

The University Club provides social, sporting, and hospitality facilities. It incorporates a bar, café, and sporting facilities, including a gym. 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 www.sport.ox.ac.uk/oxford-university-sports-facilities.

Information for international staff (or those relocating from another part of the UK)

If you are relocating to Oxfordshire from overseas, or elsewhere in the UK, the University's International Staff website includes practical information related to moving to and settling in Oxford such as advice on immigration, relocation, accommodation, or registering with a doctor.

See: www.internationalstaffwelcome.admin.ox.ac.uk/.

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 to settle into Oxford and to provide them with an opportunity to meet people in the area. See www.newcomers.ox.ac.uk/.

Childcare

The University has excellent childcare services with 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 www.admin.ox.ac.uk/childcare.

Family-friendly benefits

The University subscribes to My Family Care

(www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc/), and staff are eligible to register for emergency back-up childcare and adultcare services, a 'speak to an expert' phone line, and a wide range of guides and webinars through a website called the Work + Family space.

Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. Please visit www.admin.ox.ac.uk/eop/disab/staff for further details, including information about how to make contact, in confidence, with the University's Staff Disability Advisor.

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 www.admin.ox.ac.uk/eop/inpractice/networks/.

Other benefits

Staff can enjoy a range of other benefits such as free visitor access to the University's colleges and the Botanic Gardens, as well as a range of discounts.

See www.admin.ox.ac.uk/personnel/staffinfo/benefits.

