Fixed-term Stipendiary Lectureship in Engineering
1 October 2019 – 30 September 2020

Further Particulars

Hertford College proposes to appoint a Stipendiary Lecturer in Engineering to teach topics related to Maths. The capacity to teach material related to Structures, Materials and Mechanics is desirable. The Lectureship is fixed-term from 1 October 2019 to 30 September 2020 (with payment continuous through terms and vacations). It can be held in conjunction with another similar appointment to the extent that this is compatible with the responsibilities of the Lectureship.

The Lecturer will be under the direction of Professor Tony Wilson and Professor Manolis Chatzis. The Lectureship covers undergraduate admissions interviews in December 2019, and tutorial teaching in Michaelmas term 2019 and Hilary and Trinity terms 2020.

The College

Hertford College is heir to the traditions of two medieval Halls, Magdalen Hall (whose alumni include Thomas Hobbes and William Tyndale), and Hart Hall (whose alumni include John Donne and Jonathan Swift). The main site lies in the heart of Oxford, occupied from the later thirteenth century by Hart Hall and, from 1740 until 1816, by the first Hertford College; and then, from 1822, by Magdalen Hall which was refounded in 1874 as the second Hertford College. Academic offices are on the main site, as is accommodation for many students, complemented by further accommodation for both graduates and undergraduates at various other sites around Oxford.

The Fellowship, which has responsibility for the governance of the college, currently consists of just over forty Fellows, and the college is home to roughly 650 students, two-thirds of whom are undergraduates. Around thirty Lecturers supplement undergraduate teaching provision. Fellows, Lecturers and students are drawn from a range of disciplines across the Humanities, Sciences and Social Sciences. The college has a reputation for being both progressive and friendly. It was one of the first colleges to go mixed, and the ratio of female students to male remains comparatively high. It has championed access for students from backgrounds under-represented at Oxford and has a strong academic ethos.
College Duties

The tutorial teaching load (in pairs and small classes) will correspond to an average of three hours per week over the three terms. The appointee will also be required to participate in the undergraduate admissions process in December 2019 (including interviews – approximately four days’ work in mid-December), and to help in directing the studies of undergraduates reading Engineering, assisting with pastoral care where necessary.

In 2019–20, we anticipate there being 24 undergraduates in residence reading Engineering, 14 of whom will be in the first and second years for which tutorials are required. The college has two Tutorial Fellows in Engineering: Professor Tony Wilson and Professor Manolis Chatzis.

The appointee will be expected to give tutorials covering paper P1 and paper A1, and in particular, must be able to teach the following papers:

1st year:
1. 1P1 Calculus
2. 1P3 Linear Algebra and complex Algebra
3. 1P4 Ordinary differential equations

2nd year:
1. 2A1 Linear Algebra
2. 2A2 Partial Differential Equations
3. 2A3 Statistics and Probability
4. 2A4 Time-Frequency Analysis
5. 2A5 Vector Algebra

Details of the syllabus can be found at https://weblearn.ox.ac.uk/portal/site/mpls.eng (prospective candidates outside of Oxford may request a copy by contacting academic-recruitment@hertford.ox.ac.uk).

However, knowledge of the following material is desirable:

1st year
1. 1P3A Statics
2. 1P3C Materials and Solid Mechanics
3. 1P3D Bending and Torsion
4. 1P3H Dynamics
2nd year
1. 1A3A Structural Failure
2. 1A3C Mechanics of Materials
3. 1A3E Elastic Analysis of Structures
4. 1A3F Dynamics of Machines
5. 1A3H Mechanical Vibrations

The appointee will be required:

(i) to engage in
   a. tutorial preparation;
   b. the setting and marking of written work;
   c. the setting, marking and returning of scripts for collections (internal college examinations);
   d. writing and submitting student reports;
   e. liaison with other staff on teaching and pastoral matters, as appropriate;

(ii) to help with the organisation of Engineering teaching at Hertford College, and to share in the pastoral responsibility for Engineering undergraduates;

(iii) to assist with open days and other access and outreach events, where appropriate;

(iv) to participate in the undergraduate admissions process, including interviews, in December 2019.

Assessment Criteria

Candidates should have a good first Engineering degree and have or be close to completing a doctorate in Engineering or a related discipline.

Experience of teaching undergraduates, preferably in small groups, would be an advantage, as would experience with Oxford undergraduate admissions. Although this is not a research appointment, the college generally considers research ability and teaching ability to be related, and so account will be taken of candidates’ research record commensurate with the stage of their career.

Examples of evidence a candidate might wish to draw to the attention of the committee include the following:
(i) the ability or potential to be an effective teacher of the topics of P1 and A1 to students of high ability in a tutorial system, along with the personal qualities needed to foster a high level of achievement in undergraduate students is a necessary feature.

(ii) the ability or potential to be an effective teacher of the topics of P3 and A3 to students of high ability in a tutorial system, along with the personal qualities needed to foster a high level of achievement in undergraduate students is a desirable feature;

(iii) achievement or potential (commensurate with the applicant’s career) in a field of research relevant to the subjects being taught;

(iv) the ability to participate effectively in the administration and development of Engineering in Hertford College;

(v) a willingness to participate in access initiatives with a view to encouraging applications from a wide range of educational backgrounds;

(vi) experience (desired but not a necessary criterion) of undergraduate interviews and a willingness to participate in those.

**Terms and Conditions**

The appointment will be from 1 October 2019 – 30 September 2020.

The salary for the Lectureship will be in the range £6,756 - £7,599 for the period of employment, depending on qualifications and experience, and will be pensionable with USS.

The appointment is subject to a probationary period of six months, and a notice period of three months on either side (both during and after probation).

The Lecturer will have the following entitlements:

(i) associate membership of the Senior Common Room (SCR);

(ii) free lunches while undertaking teaching duties in term time and during vacations; and

(iii) one dinner each week during term time without cost.

**Application and Appointment Procedure**

Applications must include a CV detailing all relevant experience, a covering letter, a college application form (available from the college website) and the names and contact details of two referees. Candidates should also state in their applications which of the above topics they would be able to teach.
Applications should be sent as one pdf string to Ms Julia Howe, Deputy Academic Administrator, Hertford College (academic-recruitment@hertford.ox.ac.uk) by noon on Friday 20 September 2019.

Candidates should also arrange for their referees to write to the college by the same date. The college wishes to take this opportunity to thank in advance those referees who write on behalf of candidates.

**It is anticipated that interviews will be held on Friday 27 September 2019.**

Candidates are strongly encouraged to return the Recruitment Monitoring Form (available for download from the college website - [https://www.hertford.ox.ac.uk/about/vacancies](https://www.hertford.ox.ac.uk/about/vacancies)). Completed forms should be sent to academic-recruitment@hertford.ox.ac.uk separately, and not contained in the same string as the other application materials.

Candidates 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. The college is not able to sponsor applicants for a Tier 2 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. (A Tier 2 visa which permits research employment without reference to teaching is unlikely to be satisfactory.)

**Hertford College is an Equal Opportunities Employer**