Hertford College, Oxford

Fixed-term Stipendiary Lectureship (6 hours per week) in Biology
1 October 2023 – 30 September 2024

Further Particulars

Hertford College intends to appoint a fixed-term Stipendiary Lecturer in Biology from 1 October 2023 – 30 September 2024.

The successful candidate will be asked to provide tutorial teaching in Animal Behaviour and Statistics.

The Lecturer will be under the direction of Professor Martin Maiden, a Fellow and Tutor in Biology at Hertford. The overall tutorial teaching load will be an average of 6 hours per week (in groups of two/three and small classes) over three terms.

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 forty-five Fellows, and the college is home to around 700 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 schools that have not traditionally encouraged Oxford applications and has a strong academic ethos.

Hertford currently has c. 24 undergraduates reading for the degrees of Biology (MBiol). Details of these courses may be found on the website of the Department of Biology website: https://www.biology.ox.ac.uk/.
College Duties

The tutorial teaching load of the successful candidate will be an average of 6 hours per week (in pairs and small classes) over each term. In addition, the appointee will be expected to help to organize teaching in Biology at Hertford, assist with the pastoral care of undergraduates as well as with the selection of candidates to study Biology at the college, and promote Biology as a discipline in collaboration with the Fellow and Tutor in Biology, Professor Martin Maiden.

This post is for maternity cover for Dr Beth Mortimer, the other Fellow and Tutor in Biology. As a guide, she usually teaches: introduction to animal biology (Diversity of Life 1st year module), introduction to evolution topics (Ecology & Evolution 1st year module), animal behaviour (Organisms 2nd year modules; Animal Behaviour and Physiology 3rd year module), statistics (2nd year module) and general research skills (papers for 1st, 2nd and 3rd years).

The appointee will be required:

(i) to undertake six weighted hours of teaching in Biology per week, averaged over the three terms;

(ii) 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, and participating in student progress meetings, as appropriate;
    (e) liaison with other staff on teaching and pastoral matters, as appropriate;

(iii) to assist with the organization of Biology teaching at Hertford College, and to share in pastoral responsibility for undergraduates taking courses in Biology;

(iv) to share responsibility for the December 2023 round of undergraduate admissions for Biology, and to participate in the three annual College Open Days (two in late June, and one in mid-September) and some outreach and academic enrichment activities.
Assessment Criteria

Candidates should have a good first degree in Biology (or a related subject) and should have, or be close to completing, a doctorate in the subject, although applications from those who do not have a doctorate, but who have suitable teaching experience, will also be considered.

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 Biology 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;

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

(iii) the ability to participate effectively in the administration and development of Biology in Hertford College;

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

Terms and Conditions

The appointment will run from 1 October 2023 – 30 September 2024.

The salary for a six-hour lectureship will be in the range £14,881 - £16,674 per annum. The precise sum will depend on qualifications and experience, and will be pensionable with USS.

The Lecturer(s) will have the following entitlements:

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

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

(iii) two dinners each week during term time (weeks 0–9) (when kitchens are open) without cost;

(iv) an academic allowance of £405; and

(v) access to teaching room facilities (shared with other lecturers)
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. Applications should be sent to Ms Julia Howe, Academic Services Manager, Hertford College (academic-recruitment@hertford.ox.ac.uk) by noon on Friday 9 June 2023.

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 take place in the week commencing 19 June 2023.

Potential candidates are welcome to contact Beth Mortimer (beth.mortimer@biology.ox.ac.uk) or Martin Maiden (martin.maiden@biology.ox.ac.uk) for further information.

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).

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. Regrettably, the college is not able to sponsor applicants for 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. (A Skilled Worker visa which permits research employment without reference to teaching is unlikely to be satisfactory.)

In accordance with the General Data Protection Regulation (GDPR), we have implemented a privacy notice which explains the types of data we will process about you as part of the application process. We also include within this notice the reasons for this, how long we keep your data for, and your rights regarding your data. This Privacy Notice can be found on our website at this address: https://www.hertford.ox.ac.uk/privacy.

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