



## Job Description and Person Specification

<b>Job Title</b>	<b>Stipendiary Lecturer in Greek Language &amp; Literature</b>
<b>College</b>	<b>Corpus Christi College</b>
<b>Location</b>	<b>Corpus Christi College, Merton Street, Oxford, OX1 4JF</b>
<b>Salary</b>	<b>£9,308 per annum</b>
<b>Hours</b>	<b>Full-time</b>
<b>Contract type</b>	<b>Fixed-term - one year</b>

### The Role

A 1-year fixed-term teaching appointment in Greek Language & Literature is available for an outstanding academic at an early stage of their career. This position is to cover part of the teaching of the permanent post-holder.

The appointee will be expected to take up duties on 1st September 2022; the post will end on 31st August 2023.

### Overview of the post

Corpus Christi College proposes to appoint a Stipendiary Lecturer in Greek Language & Literature.

The post-holder will be required to give four hours of tutorial teaching each week during term time (averaged over the year - see below for more information), and to share with the other Classics tutors the organisation of the tuition and pastoral care of students studying Classics. The post-holder should be able to cover teaching across the full range of Greek Language & Literature (see below for further details of papers).

The [Centre for the Study of Greek and Roman Antiquity](#), which is based at Corpus, provides a focus for the activity of the Classics graduates in the College, in addition to organizing a busy schedule of conferences, seminars and visiting lectures.

### Duties of the post

The Stipendiary Lecturer will be a member of the College community. They will be part of a lively and intellectually stimulating academic community and will have access to the excellent facilities which Oxford offers.

The main duties of the post are as follows:

- i. To provide four weekly tutorial hours of teaching for the College (see below for more details). Tutorial teaching is teaching in very small groups, usually of 2 or 3 students;
- ii. To share pastoral duties and participate in the organisation of teaching Classics in College;

Specific duties:

- (a) They will be required to give tutorials in Greek Language & Literature for 4 contact hours a week during term-time, averaged over three eight-week terms of the academic year. Beyond this, they will be required to undertake other duties, which include setting and marking collections (internal termly examinations), assisting with outreach (including College Open Days), monitoring student progress and writing termly reports on their work, and organising the teaching of papers by specialist colleagues in other colleges.
- (b) The successful applicant will be required to teach across the full range Greek Language & Literature papers for Classics. Examples of popular papers include:

Homer's *Iliad*, Early Greek Hexameter Poetry, Greek Tragedy and Greek Core

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

## Person specification

Applications will be judged only against the criteria which are set out below. Applicants should make sure that their application shows very clearly how they believe that their skills and experience meet these criteria.

We particularly encourage applications from women, people with disabilities and people of colour who are historically under-represented in Oxford.

The College is committed to fairness, consistency and transparency in selection decisions. Members of the selection committee will be aware of the principles of equality of opportunity, fair selection and the risks of bias. There will be both female and male committee members wherever possible.

If, for any reason, you have taken a career break or have had an atypical career and wish to disclose this in your application, the selection committee will take this into account, recognising that the quantity of your research may be reduced as a result.

The formal selection criteria for the post are as follows:

### Essential

- i. Ability to carry out excellent undergraduate tutorial teaching in the topics described above;
- ii. Ability to undertake shared administration of Greek Language & Literature teaching within Classics;
- iii. Willingness and ability to undertake pastoral responsibilities;
- iv. Excellent communication skills;
- v. Excellent organisational skills.

## How to apply

There is no separate application form for this post. Applications should include:

- A covering letter or statement explaining how you meet the selection criteria set out above including a description of your teaching experience;
- A full CV and publications list;
- An equal opportunities monitoring form (available on the website).

Applications should be sent by email (as pdfs saved in the format surname\_letter.pdf etc) to the Academic Registrar, Corpus Christi College – [college.office@ccc.ox.ac.uk](mailto:college.office@ccc.ox.ac.uk)

The deadline for applications is **noon on 4 August 2022**.

Should you have any queries about how to apply, please contact the Academic Registrar, Corpus Christi College – [college.office@ccc.ox.ac.uk](mailto:college.office@ccc.ox.ac.uk) or 01865 276737

All applications will be acknowledged after receipt and will be considered by the selection committee as soon as possible after the closing date.

All shortlisted candidates will be interviewed and will be asked to give a short teaching presentation (aimed at second year undergraduate students) to the committee as part of the interview. Further details of the nature of this presentation will be provided if called for interview.

Written work will be requested of those who are short-listed for interview.

The selection committee is responsible for conducting all aspects of the recruitment and selection process; it does not, however, have the authority to make the final decision as to who should be appointed. The final decision will be made by the Governing Body of Corpus Christi College on the basis of a recommendation made by the selection committee. No offer of appointment will be valid therefore, until and unless the recommendation has been approved by the Governing Body, and a formal contractual offer has been made.

### **Referees**

Candidates should ask two referees to write directly to [college.office@ccc.ox.ac.uk](mailto:college.office@ccc.ox.ac.uk) and should supply each referee with a copy of these further particulars. It is the responsibility of the applicant to ensure that references are submitted promptly and by **noon on 4 August 2022**. If you would prefer a referee or referees to only submit a reference if you are being called for interview, then you must state this in your application alongside the details of the relevant referee(s). You should provide the names and full contact details of two referees even if you do not wish them to provide a reference at the time of application.

The College welcomes applications from candidates who have a disability or long-term health condition and is 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/](http://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 interview, we will ask whether you require any particular arrangements at the interview.

## **Corpus Christi College**

There are 39 self-governing and independent colleges at Oxford, giving both academic staff and students the benefits of belonging to a small, interdisciplinary community as well as to a large, internationally-renowned institution. The collegiate system fosters a strong sense of community, bringing together leading academics and students across subjects, and from different cultures and countries.

Corpus Christi College was founded in 1517. It occupies historic buildings and is situated in the centre of Oxford. The College is governed by its President, Helen Moore, and a Governing Body of 40 Fellows. Tutors are assisted by more than a dozen college lecturers, and the research community is also augmented by 12 postdoctoral research fellows at any one time. There are approximately 110 graduate students and 275 undergraduates studying across a wide variety of disciplines.

Classics is a strong and prominent subject in Corpus. The College currently has several Fellows in the classical area: Tutorial Fellows in Greek (Constanze Güthenke), in Latin (Giuseppe Pezzini), in Ancient History (Kathryn

Stevens) and Ancient Philosophy (Marion Durand), a Senior Research Fellow in Latin (Stephen Harrison), a Senior Research Fellow in Ancient Art and Archaeology (Jas' Elsner), a University Lecturer in Later Roman History (Neil McLynn), a University Lecturer in Late Antique and Byzantine History (Marek Jankowiak) and the Corpus Christi Professor of Latin Language and Literature (Tobias Reinhardt).

The College admits some ten Classics undergraduates a year—usually seven or eight in Literae Humaniores, one in Classical Archaeology and Ancient History and one in Classics and English, and up to five Classics graduates a year. Together with visiting students and associate members of the College, the graduate community at any one time may be as many as 15-20, one of the liveliest of any Oxford college.

The [Centre for the Study of Greek and Roman Antiquity](#), which is based at Corpus, provides a focus for the activity of the Classics graduates in the College, in addition to organizing a busy schedule of conferences, seminars and visiting lectures. The post-holder will be a Member of the Centre, and will participate fully in its activities.

The postholder will receive the following benefits:

Full Membership of the Senior Common Room (for which a small subscription is payable).

Free lunch and dinner in College whenever the kitchens are open (closed last two weeks in August).

Access to teaching rooms in College

Research allowable expenses (£2,504), and junior member entertainment allowance (figures stated are w.e.f 1/8/21). Fellows' allowances are assessed on an annual basis by an independent remuneration committee which advises the Governing Body.

Further information on the College can be found at: [www.ccc.ox.ac.uk](http://www.ccc.ox.ac.uk) .

## Standard Terms and Conditions

### *Salary and pension*

The successful candidate will receive a salary of £9,308.

Eligible staff may join the Universities Superannuation Scheme. Details are available on the website at <http://www.admin.ox.ac.uk/finance/pensions/uss/>.

### *Length of appointment*

This is a fixed-term, non-renewable post for the period 1 September 2022 to 31 August 2023.

### *Equality of opportunity*

The policy and practice of the College requires that all staff are offered equal opportunities within employment. Entry into employment with the College 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. Subject to statutory provisions, no applicant or member of staff 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.

### *The right to work in the UK*

The appointment will be subject to the provision of proof of the right to work in the UK.

Applicants who would need a work visa if appointed to the post are asked to note that under the UK's points-based migration system they will need to demonstrate that they have sufficient points, and in particular that:

(i) they have sufficient English language skills (evidenced by having passed a test in English, *or* coming from a majority English-speaking country, *or* having taken a degree taught in English)

*and*

(ii) that they have sufficient funds to maintain themselves and any dependents until they receive their first salary payment.

#### *Special arrangements*

Oxford welcomes applications from candidates who have a disability. These documents will be made available in large print, audio or other formats on request. Applicants invited for interview will be asked whether they require any particular arrangements to make the interview more convenient and effective for them.

#### *Data Protection*

All data supplied by candidates will be used only for the purposes of determining their suitability for the post<sup>1</sup> and will be held in accordance with the principles of the Data Protection Act 1998 and the University's Data Protection Policy (available on the website at <http://www.admin.ox.ac.uk/councilsec/dp/policy.shtml>).

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<sup>1</sup> But NB if the person appointed to the post is a migrant sponsored under the UK's points-based migration system, we are required to retain the applications of all shortlisted candidates for one year or until a UK Border Agency compliance officer has examined and approved them, whichever is the longer period.