



<b>Job title</b>	Fixed-Term Lectureship in English 650-1550
<b>Subject</b>	English
<b>Location</b>	Mansfield College, Mansfield Road, Oxford OX1 3TF
<b>Grade and salary</b>	Annual stipend: £15,244 - £16,166 (depending on experience)
<b>Hours</b>	Part time (6 teaching hours per week / 0.5 FTE)
<b>Contract type</b>	Fixed-term, 01 October 2024 – 30 September 2026, with the possibility of renewal
<b>Closing date</b>	Noon on 22 May 2024
<b>Reporting to</b>	Senior Tutor
<b>Additional information</b>	The post holder will be entitled to SCR membership which includes the opportunity to take free lunch or dinner when the kitchen is open. The Lecturer will have a teaching room in College.

## About Mansfield College

Mansfield College is one of the 39 constituent colleges of the University of Oxford. It has around 250 undergraduates, 180 graduates and 40 visiting students. This relatively small size engenders friendly and close relationships not only among students and tutors, but across the whole community at the College.

Mansfield has the highest state sector intake among Oxford colleges, and regularly surpasses the targets the University has set for widening participation and increasing social mobility in undergraduate admissions. We value diversity and difference as necessary elements of a vibrant intellectual culture. Mansfield admits 8 students a year in English. The Principal is Helen Mountfield KC.

The College is home to the Bonavero Institute of Human Rights, within Oxford University's Law Faculty, which was opened by the late Secretary-General of the United Nations, Kofi Annan, in 2018.

In 2021, Mansfield was recognised as a university [College of Sanctuary](#) by the UK charity City of Sanctuary, after demonstrating an ongoing commitment to nurturing a culture of inclusivity and awareness on campus for those seeking sanctuary (which includes refugees and asylum seekers), as well as in the wider community.

Detailed information about Mansfield College may be found at [www.mansfield.ox.ac.uk](http://www.mansfield.ox.ac.uk)





## Responsibilities

The duties of the post include:

- i. teaching six weighted hours a week (averaged over three eight-week terms) through a combination of tutorials and classes;
- ii. participation in the organisation and administration of English at the College in collaboration with the other English tutors. The successful candidate should have submitted, or be close to submitting a doctorate. They will teach two undergraduate courses: Prelims Paper 2: Early Medieval Literature, c. 650 – 1350 and FHS Paper 2: Literature in English 1350–1550. An ability to teach Course 2 papers Paper 1: Literature in English, 650 – 1100 and Paper 2: Medieval English and Related Literatures, 1066–1550 may be an advantage.

## Person Specification and Essential Selection criteria

- teaching experience in the relevant literary periods;
- excellent skills as a tutor and communicator;
- willingness to undertake academic-related administration and to support the academic welfare of students;
- willingness to participate in the English undergraduate admissions interviewing and College Open Days;
- willingness to engage positively with Mansfield’s objectives as a College promoting widening participation in higher education.

## Pre-employment screening

### Standard checks

If you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide proof of your right-to-work in the UK and proof of your identity.

## How to apply

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Applications, including an application covering letter addressing the person specification and selection criteria and your suitability for the duties associated with the post, a Curriculum Vitae, and the names of two referees (who will only be contacted if applicants have been shortlisted for interview), should be sent by email to [vacancies@mansfield.ox.ac.uk](mailto:vacancies@mansfield.ox.ac.uk).

Prospective candidates are welcome to contact Vice Principal [ros.ballaster@mansfield.ox.ac.uk](mailto:ros.ballaster@mansfield.ox.ac.uk) with enquiries about the post.

Further information about Mansfield College and the English teaching team can be found at <https://www.mansfield.ox.ac.uk>. Appointment is subject to the provision of proof of the right to work in the UK.





Applications are particularly welcome from Black, Asian and Minority Ethnic candidates, who are under-represented at Mansfield. Mansfield College is an Equal Opportunities Employer

**All applications must be received by 12 midday UK time on 22 May 2024**

It is hoped that interviews will be held in the week beginning **27 May 2024**.

## If you need help

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For general enquiries about how to apply for the role, please email [vacancies@mansfield.ox.ac.uk](mailto:vacancies@mansfield.ox.ac.uk)

Please note that correspondence concerning the progress of your application will be via email. **Please check your spam/junk mail** if you do not receive an email when you are expecting one.

## Important information for candidates

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### Equal Opportunities

Mansfield is an equal opportunities employer and welcomes applications from all suitably qualified candidates. Mansfield actively welcomes diversity amongst its staff and students and all reasonable adjustments will be made to the recruitment process, working arrangements, and/or environment to accommodate applicants with any form of disability. Applications are particularly welcome from Black, Asian, and Minority Ethnic candidates, who are currently under-represented in college posts at Mansfield.

Please let us know if you believe there are any reasonable adjustments we should be making to assist you with your application, or if you have a disability which may affect your application.

Please also let us know of any reasonable adjustments that we would need to make for you to attend an interview.

To comply with UK employment legislation the successful candidate will be required to provide documentary evidence of their eligibility for employment before starting work with the College. Potential applicants should note that this advertisement does not satisfy the requirements of the UK Home Office in relation to a sponsorship for a visa.

### Data Privacy

Please note that any personal data submitted to the College as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see: [GDPR Framework | Mansfield College, Oxford](#)

## Staff Meals

College employees can benefit from a free meal while on duty during normal operations. Mealtimes are always a welcoming opportunity to meet fellow staff. Some posts come with specific dining rights which will be outlined in the contract of employment main terms and conditions.





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## Pension Scheme

We operate a contributory pension scheme which you will be auto-enrolled into (subject to the conditions of the scheme). Further details will be provided on appointment. This post is pensionable in USS.

## Family-friendly benefits

The College follows the University of Oxford's family leave schemes. With one of the most generous family leave schemes in the Higher Education sector, and a range of flexible working options, Oxford aims to be a family-friendly employer. <https://hr.admin.ox.ac.uk/family-leave#/>



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