



SCHOOL OF ANTHROPOLOGY AND MUSEUM ETHNOGRAPHY

Job title	Departmental Lecturer (Visual, Material & Museum Anthropology)
Division	Social Sciences
Department	Institute of Social and Cultural Anthropology, School of Anthropology and Museum Ethnography
Grade and salary	Grade 7, £31,076 to £38,183 pro rata per annum
Hours	37.5 hours per week, full-time (applications on a part-time basis may be considered)
Contract type	Fixed term, 12 months (Sep 2018 – Aug 2019)

Overview of the role

The fixed-term role is needed for a limited time to provide cover for teaching and administration whilst the department organises the recruitment to a vacant permanent Associate Professorship.

The post holder will be expected to engage in teaching, examining and supervision for the graduate programmes in Visual, Material and Museum Anthropology (VMMA) at the discretion of the Course Director and Head of School. The School is seeking an inspirational teacher with both breadth and depth of knowledge of one or more of the key subject area of the post and a full command of the relevant literature. The successful candidate is expected to teach tutorials, to lecture, and to deliver an option course.

The VMMA programme consists of a one year MSc and a two year MPhil degree that focus on current issues within museum anthropology, visual anthropology, and material culture theory, and how these areas of enquiry are transforming the discipline of anthropology itself.

Responsibilities/duties

- Undertake advanced academic study to underpin teaching.
- Lecture, tutor, and supervise graduate students as assigned by the Course Director or Head of School.
- Produce lecture notes, course materials, reading lists, and reference guides and convene lecture series.
- Engage in assessments and university examining.



- Participate in the student admissions processes.
- Supervise or co-supervise a number of dissertations.
- Be first contact for student matters relating to attendance, conduct, coursework, performance, and welfare (referring matters to appropriate others).
- Participate and assist in lectures, seminars, workshops and conferences organised by the School as part of their programmes.
- In support of the development of courses and as a secondary commitment alongside teaching, manage own academic research activities, conduct independent research, and generate original ideas to build on existing concepts.
- Liaise with examiners and academic staff regarding teaching arrangements and student performance, and with funding bodies, stakeholders, and researchers in related fields to share information and expertise.
- Submit research proposals to outside funders.
- Assist the Director of Graduate Studies or Chair of Examiners if requested by the Head of School.

Selection criteria

- A doctorate in a relevant field or evidence that a doctoral thesis will be submitted by the starting date of the post.
- Some experience of teaching demonstrating the aptitude to deliver inspirational teaching to graduate students of high calibre, and to carry out student assessment.
- Sufficient depth and breadth of knowledge in the subject to develop course materials and research proposals.
- A publication record and in-depth familiarity with the existing literature and research in the field.
- The ability to supervise advanced degree students.

About the University of Oxford

Welcome to the University of Oxford. We aim 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, while 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. Income from external research contracts in 2014/15 exceeded £522.9m 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

School of Anthropology and Museum Ethnography

SAME is renowned for its contributions to anthropological theory, its commitment to long-term ethnographic fieldwork, and its association with the Pitt Rivers Museum and the anthropology of visual and material culture. It has also become known as a centre for medical and ecological anthropology, migration studies, evolutionary anthropology, cognition and culture, and science and technology studies.

Home to over sixty members of academic staff and researchers, over a hundred doctoral students, nine Master's programmes, and two undergraduate degrees, Oxford anthropology is one of the world's largest and most exciting centres for teaching and research in the discipline.

The School brings together a number of institutes including the Institute of Human Sciences (IHS), home to our undergraduate programme. The Institute of Social and Cultural Anthropology (ISCA) is a world-leading centre for anthropological teaching and research. The Centre on Migration, Policy and Society (COMPAS) provides a strategic, integrated research approach to understanding contemporary and future migration dynamics in the UK and EU. The Institute of Cognitive and Evolutionary Anthropology (ICEA) investigates the evolution of human behaviour drawing on a diverse range of approaches, including biology, primatology, paleoanthropology, cultural evolution, and psychology. ICEA includes the Centre for Anthropology and Mind (CAM). The Institute for Science, Innovation and Society (InSIS) researches and informs the key processes of social and technological innovation that are critical to business, governments and civil society in the 21st century and beyond.

The School strives for a culture that is transparent, inclusive and supportive for all its staff and students. We have achieved Bronze Level Athena SWAN accreditation and we are committed to supporting all staff who wish to undertake a rewarding career whilst maintaining a balance with their home and family lives.

More information about the School can be found at www.anthro.ox.ac.uk.

Social Sciences Division

The Social Sciences Division is a world-leading centre of research and education in the social sciences. The social sciences at Oxford are distinctive for both their depth and breadth, with activity spanning fourteen departments and faculties and one cross-divisional unit. Interdisciplinary links within and beyond the university are strong, extending to the humanities, natural sciences, and medical sciences.

Academic and research staff and research students are engaged in world-leading research that challenges current ideas and theories and is tackling some of the major challenges facing humanity, such as sustainable resource management, migration, governance, poverty and development, and justice. REF 2014 confirmed Oxford as the UK powerhouse for research in the social sciences, where Oxford accounted for more world-leading (4*)

research than any other institution, across the social sciences units of assessment to which it made submissions. The division also delivers an exceptional range of high quality educational programmes (undergraduate, postgraduate taught and postgraduate research), all of which are underpinned by the innovative research being undertaken by our academics.

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

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How to apply

Before submitting an application, you may find it helpful to read the 'Tips on applying for a job at the University of Oxford' document, at <http://www.ox.ac.uk/about/jobs>

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 indicate whether we can contact them now.

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.

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 the closing date 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/](http://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 for all academic and academic-related posts (grade 6 and above), for which the retirement date is the 30 September immediately preceding the 68th birthday. The justification for this is explained at:

www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revaim/.

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

There is no normal or fixed age at which **support staff** in posts at **grades 1–5** have to retire. Support staff may retire once they reach the minimum pension age stipulated in the Rules of the pension scheme to which they belong.

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

Training and Development

A range of training and development opportunities are available at the University. Further details can be found at www.ox.ac.uk/staff/working_at_oxford/training_development/index.html.

For research staff only: Support for Research Staff

There is a particularly wide range of support for career development for research staff. Please visit: www.ox.ac.uk/research/support-researchers to find out more.

Pensions

The University offers generous occupational pension schemes for eligible staff members. Further details can be found at www.admin.ox.ac.uk/finance/epp/pensions/pensionspolicy/.

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

A wealth of information is available on the University's International Staff website for staff who are relocating to Oxford from abroad, at www.admin.ox.ac.uk/personnel/staffinfo/international/.

The University of Oxford Newcomers' Club

The Newcomers' Club is aimed at helping partners of newly-arrived visiting scholars, graduate students and academic members of the University to settle in and to meet people in Oxford.

Transport schemes

The University offers a range of travel schemes and public transport travel discounts to staff. Full details are available at www.admin.ox.ac.uk/estates/ourservices/travel/.

University Club and University Sports Facilities

The University Club provides social, sporting and hospitality facilities. It incorporates a Club bar, a cafe and sporting facilities, including a gym. See www.club.ox.ac.uk for all further details.

University staff can use the University Sports Centre at discounted rates, and have the chance to join sports clubs. Please visit www.sport.ox.ac.uk/oxford-university-sports-facilities.

Childcare and Childcare Vouchers

The University offers quality childcare provision services at affordable prices to its employees. For full details about the services offered, please visit www.admin.ox.ac.uk/childcare/. **NB: Due to the high demand for the University's nursery places there is a long waiting list.**

The University also offers nursery fee payment schemes to eligible staff as an opportunity to save tax and national insurance on childcare costs. Please visit www.admin.ox.ac.uk/childcare.

Disabled staff

The University is committed to supporting members of staff with a disability or long-term health condition and has a dedicated Staff Disability Advisor. Please visit www.admin.ox.ac.uk/eop/disab/staff for further details.

BUPA - Eduhealth

Bupa Eduhealth Essentials private medical insurance offers special rates for University of Oxford staff and their families www.eduhealth.co.uk/mini-site/.

All other benefits

For other benefits, such as free entry to colleges, the Botanic Gardens and staff discounts offered by third party companies, please see www.admin.ox.ac.uk/personnel/staffinfo/benefits/.