Stipendiary Lecturer (Part-time) Phonetics and Phonology

Keble, St Catherine’s and St Hugh’s Colleges Oxford

The three Colleges propose to jointly appoint a Stipendiary (Part-time) Lecturer in Phonetics and Phonology for one year with effect from 1 October 2019 until 30 September 2020. The successful candidate will be expected to give 3 hours teaching per week to first-year undergraduates on phonetics and phonology. This is a fixed-term non-renewable appointment.

In addition, the person appointed will be required to submit progress reports on undergraduates they have taught at the end of each term, assist with the pastoral care of undergraduates and liaise with other tutors in to ensure the smooth running of the subject in the Colleges. If required, they will play a full part in the annual undergraduate admission exercise.

The appointment will be made on the Stipendiary Lecturers’ annual salary scale for this number of hours of teaching, from £6,756 to 7,599 (2018-19 rates, subject to annual uplift) depending on qualifications and experience. The successful candidate will be entitled to some free meals at each of the three Colleges. To comply with employment legislation the successful candidate will be required to provide documentary evidence of their eligibility for employment before starting work with the College.

Letters of application should include a statement of the candidate’s research interests and teaching experience, as well as an academic curriculum vitae and the names of two referees. Letters of application and references should reach the Student Administration Manager at Keble College, Ms Penny Bateman, at college.office@keble.ox.ac.uk, by 12 noon 29th August 2019. Candidates should also ask their referees to write to Ms Bateman at the same address and by the closing date.

Applications are particularly welcome from women and black and minority ethnic candidates who are under-represented in academic posts in Oxford.
Further particulars
for the post of 3-hour Stipendiary Lecturer
in Phonetics and Phonology

<table>
<thead>
<tr>
<th>Subject</th>
<th>Prelims Phonetics and Phonology</th>
</tr>
</thead>
</table>
| To work closely with           | Dr Michael Hawcroft (Keble College)  
                                | Dr Matthew Husband (St Hugh’s College)  
                                | Dr Sam Wolfe (St Catherine’s College) |
| Period of appointment          | 1 October 2019 – 30 September 2020, fixed-term and non-renewable |
| Duties                         | Organising and delivering the teaching of undergraduates in phonetics and phonology for 3 hours (unweighted) per week, for 20 weeks per year.  
                                | Meeting undergraduates in 0th week at the start of each term to confirm arrangements for the term’s work as well as attending the Faculty’s centrally-organised meeting at the beginning of Michaelmas Term.  
                                | Liaising with other College staff about addressing any pastoral problems which may arise amongst your students  
                                | Writing end of term reports on the performance of your undergraduates using the web-based OxCORT system  
                                | Liaising as required with other Fellows and lecturers in the subject/joint schools with the subject at College, and also the Senior Tutor, as regards the teaching of your undergraduates  
                                | Providing reports to the tutorial fellows on your students’ academic progress for Governing Body  
                                | If required, a full part in the annual undergraduate admissions exercise.  
                                | Taking part in College Open Days and any other schools liaison activities in your subject area  
                                | Recommending books for purchase by the college libraries in your subject area  
                                | Involvement in student events and entertainment in the three colleges as practicable |
| Salary                         | On a scale from £6,756 – 7,599 (in 2018-19 terms, reviewed annually), depending on qualifications and experience,  
                                | Membership of USS pension scheme, under which scheme 8% of stipend is deducted |
| Benefits at Keble              | There is a meal entitlement of one meal a week (free of charge) during 0th-9th week each term |
| Benefits at St Hugh’s          | There is a meal entitlement of any 2 meals per week (excluding Formal Halls and guest nights) during 0th-9th Week each term. |
| Benefits at St Catherine’s     | The Lecturer will be a member of the St Catherine’s College Senior Common Room and will be entitled, free of charge, to one lunch and one dinner per week during term-time and during the admissions exercise in December. |
| Selection criteria             | Be in possession of (or have nearly completed) a doctorate in phonetics or phonology (essential)  
                                | Ability and experience in teaching all areas of phonetics and phonology included in our undergraduate syllabus (essentials of phonetic classification and transcription (including detailed phonetic transcription and parametric representations), essentials of phonological theory, introduction to |
acoustic phonetics, and dynamic aspects of speech such as prosody and coarticulation). Although the teaching is mainly based around written exercises and essays, an ability to give basic lab practicals is also expected of all the tutors on this course

- Willingness to undertake, and aptitude for, the pastoral welfare of students (supported by the subject tutors, Senior Tutors, and college welfare teams as needed)
- Suitability for and willingness to undertake the associated duties as specified in the ‘Duties’ section above (essential)

**How to apply**

A letter of application including statement of teaching and research interests, CV, and the names of two referees to reach Penny Bateman at Keble College, Parks Road, Oxford, OX1 3PG, preferably by email attachment to penny.bateman@keble.ox.ac.uk by noon 29th August 2019. Candidates should ask their referees to write directly to Mrs Bateman, also by the closing date. Inquiries about the post may be made to one of Dr Hawcroft (michael.hawcroft@keble.ox.ac.uk), Dr Husband (matthew.husband@lingphil.ox.ac.uk) or Dr Wolfe (sam.wolfe@modlangs.ox.ac.uk)

**About Keble College**

Keble College was founded in 1870 and is now one of the larger colleges in Oxford, having about 420 undergraduate and 330 graduate students. The Governing Body has about 50 Fellows and their teaching and research is complemented by a large number of College Lecturers. Keble is located on a large single site north of Oxford’s city centre and close to Oxford University’s Science Area and the University Parks. In October 2018 the new HB Allen Centre will open at a nearby site between the Banbury and Woodstock Roads. The Centre will combine graduate accommodation with space dedicated to research and innovation. Further information can be obtained from the College website: [www.keble.ox.ac.uk](http://www.keble.ox.ac.uk).

**About St Hugh’s College**

Founded in 1886, St Hugh’s is now one of the largest colleges in Oxford, with around 800 students, evenly divided between undergraduates and postgraduates. The College was first established to offer an Oxford education to women. Many of its alumni have been trailblazers for female achievement in their respective fields. Today, the College still retains a strong sense of its radical tradition, and of the importance of opening up the opportunities of Oxford to all who could do well here. Since its centenary in 1986, St Hugh’s has accepted men and women, and today the College welcomes students from every country, and any kind of background.

St Hugh’s has a beautiful setting just to the north of the city centre, with impressive Edwardian buildings, several of which are listed, and contemporary, environmentally sensitive additions St Hugh’s also boasts some of the largest college grounds in Oxford. It is known as the ‘Island Site’ because of its ample, tranquil gardens. There is an active sporting and musical life at St Hugh’s, as well as a variety of student societies, including many subject-based ones. Discover more about the college and its history here. [https://www.st-hughs.ox.ac.uk/discover/](https://www.st-hughs.ox.ac.uk/discover/)

**About St Catherine’s College**

St Catherine’s College is one of the largest colleges in Oxford, with around 65 Fellows, 75 lecturers, 430 graduate students, 500 undergraduates, and 50 visiting students. Its founding Master, Lord Alan Bullock, established the College in the 1960s. Its striking modern architecture and new ideas reflected a move towards the open, contemporary culture that is still fundamental to St Catherine’s approach today. St Catherine’s admitted its first students in 1962, when it was founded as a College of the University of Oxford. Previously, the College existed as a non-residential society within the University. Undergraduates are admitted to read all
subjects except Ancient History, Archaeology and Anthropology, Classics, Earth Sciences, Oriental Studies and Theology, and the overall composition of membership is divided equally between arts and sciences.

The College's grade 1 listed buildings, and their fittings and furniture, were designed by the Danish architect Arne Jacobsen and attract visitors from around the world. They are located in a peaceful setting adjacent to the University Parks. In addition to the normal college facilities, St Catherine's has three lecture theatres, seminar rooms, a specially designed music house, and spacious common rooms. The College has a long history of supporting linguistics at both an undergraduate and graduate level and currently has a Tutorial Fellow in the subject, Dr Sam Wolfe, as well as approximately 20 undergraduate and graduate linguistics students.

<table>
<thead>
<tr>
<th>Teaching rooms</th>
<th>Keble College: Teaching rooms are available and may be booked upon request St Hugh's College: Teaching rooms are available and may be booked upon request St Catherine's College: A variety of teaching rooms are available for lecturers' use during the teaching term.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Probationary period</td>
<td>The appointment will be subject to a probationary period of three months, during which the appointment may be terminated by one month's notice on either side. Following the successful completion of the probationary period the period of notice would be two months on each side.</td>
</tr>
<tr>
<td>Equality of Opportunity</td>
<td>The colleges are equal opportunities employers. The policy and practice of the colleges require that all staff are offered equal opportunities within employment. Entry into employment 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. 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. Applicants invited for interview will be asked whether they require any particular arrangements to make the interview more convenient and effective for them.</td>
</tr>
<tr>
<td>Right to Work</td>
<td>The appointment will be subject to the satisfactory provision of proof of the right to work in the UK which must be demonstrated at interview.</td>
</tr>
</tbody>
</table>