KEBLE COLLEGE, UNIVERSITY OF OXFORD
PART-TIME STIPENDIARY LECTURER IN COMPUTER SCIENCE

FURTHER PARTICULARS

The Appointment

The College proposes to elect a part-time Lecturer in Computer Science for academic year 2024-2025. This post arises as sabbatical cover for a Tutorial Fellow and is therefore fixed-term and non-renewable.

The position is open to an academic with teaching expertise and experience in Computer Science.

The College usually admits about up to 7 undergraduates per year to read Computer Science or Mathematics and Computer Science, as well as a number of graduates for taught and research degrees. There are currently two Tutorial Fellows, Professor Bernardo Cuenca Grau and Professor Alfonso Bueno Orovio.

Main responsibilities

The successful candidate will be expected to provide 6 weighted hours of class and tutorial teaching per week to undergraduates in Computer Science, averaged over the three terms and weighted according to the scheme recommended by the Senior Tutors Committee of Conference of Colleges.[1] A tutorial typically involves a group of three of undergraduates who have been set an assignment to be completed within a week; undergraduates normally receive one or occasionally two tutorials a week.[2] The Lecturer will be required to offer tutorials in some or all of the following papers: Models of Computation, Discrete Mathematics, Algorithms and Data Structures, Design and Analysis of Algorithms, Compilers, and Digital Systems.

Further details of the undergraduate courses may be found on the Departmental website:
https://www.cs.ox.ac.uk/teaching/bacompsci/
https://www.cs.ox.ac.uk/teaching/mcs/

In addition, the person appointed will be required to:

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[1] Under the weighting scheme a tutorial with one undergraduate has a weighting of 1.00, with two undergraduates a weighting of 1.25 and a tutorial with three or more students has a weighting of 1.50.

[2] Further information on tutorials can be found at: http://www.ox.ac.uk/admissions/undergraduate/why-oxford/studying-at-oxford/tutorials

- set and mark college examinations in papers they have taught;
- participate in undergraduate admissions, including the shortlisting and selection of candidates, admissions interviews (which take place in December) and assisting with subject-specific inquiries from potential applicants;
- submit progress reports on undergraduates they have taught at the end of each term;
- assist with the general care of undergraduates reading Computer Science, including attendance at the undergraduate Freshers' dinner, and termly academic progress meetings;
- liaise with other tutors in Computer Science to ensure the smooth running of the subject in College.

Criteria for Appointment

The essential criteria for the post are:
- The proven ability or potential to provide excellent small-group teaching on undergraduate courses in Computer Science to 1st, 2nd and 3rd year students;
- An understanding of the learning needs of undergraduates and how to address them;
- Willingness to undertake, and aptitude for, administration associated with undergraduates;
- Suitability for, and willingness to undertake, undergraduate admissions;
- Excellent communication, presentational and organisational skills.

The desirable criteria are:
- Strong background in research in Computer Science, including a doctorate in a relevant field submitted for examination before October 2024 and an ability to demonstrate relations between research and teaching;
- An accredited qualification in teaching at Higher Education level.

Keble College

Keble College is one of Oxford's 39 self-governing and independent colleges. It was founded in 1870 in memory of the Revd John Keble. It was the wish of the founders to extend access to the University more widely, and the College has a continuing commitment to inclusiveness. The College prides itself on the academic achievements of its students, and aims to offer a supportive environment in which learning can flourish.

Keble is now one of the larger colleges in Oxford, having about 440 undergraduate and around 500 full-time graduate students. These students take degrees in natural sciences, humanities, social and medical sciences. The number of undergraduates admitted each year is around 132, and the College enjoys very high numbers of applications. 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 opened at a nearby site between the Banbury and Woodstock Roads. The Centre combines graduate accommodation

with space dedicated to research and innovation. Further information can be obtained from the College website: www.keble.ox.ac.uk.

Remuneration and Other Entitlements

The appointment will be made on the Stipendiary Lecturers' annual scale published in the Register of Approved Payments issued by the Senior Tutors' Committee of Conference of Colleges; this is based on Grade 5 of the University's salary structure (points 23-27 of the National Pay Spine). The Lecturer will be in the salary range £15,244-£16,983 *per annum* (2023-24 rates, subject to annual uplift) according to experience.

The Lecturer will be automatically enrolled into the Universities' Superannuation Scheme (USS) unless they decide to opt out; under the scheme a percentage of the stipend is deducted. A full statement on USS is available from the Bursar (bursar@keble.ox.ac.uk).

The person appointed will also be entitled to draw upon a personal academic allowance £383 per annum for research and/or teaching purposes.

The successful candidate is entitled to six free meals (lunch or dinner) per week at the common table when the College kitchens are open.

Other benefits include assistance with childcare voucher costs; bus pass purchase scheme; loan scheme; use of College sports facilities (gym, squash courts, rowing facilities).

Other Terms and Conditions

The appointment will be for the period 1 October 2024 – 30 September 2025.

Stipendiary Lecturers are entitled to at least a share of a teaching room with computer and printer where available.

The Lecturer is not entitled to sabbatical leave.

Keble College is an equal opportunities employer. Keble College will work to remove any barriers, real or perceived, which might deter people of the highest quality from applying to the College either as staff or students. It is the College's policy that no prospective, current or former student or member of staff will be treated less favourably than any other, whether before, during or after their study or employment at the College on one or more of the following grounds, save in so far as such treatment is within the law and determined by lawful requirements: age; belief; disability; ethnic origin; gender reassignment; marital status; nationality; national origin; parental status; race; religion; sex; and sexual orientation.

To comply with UK employment legislation successful candidates will be required to provide documentary evidence of their eligibility for employment before starting work with the College. Applications are welcome from all nationalities, but candidates applying to work in the UK through

the Skilled Worker visa route should note that the salary for this post is less than £26,200. Further information is available at https://www.gov.uk/browse/visas-immigration/work-visas.

Applications

The closing date for applications is **12 noon 25th March 2024**.

Candidates should submit a letter of application with a curriculum vitae (including the names, addresses and telephone numbers of two referees), and statements covering their research interests and activity, and teaching and other relevant experience. Candidates should confirm which of the Prelims and FHS courses they can teach.
Emailed applications are accepted.

Applications should be sent to Mrs Penny Bateman, Keble College, Oxford OX1 3PG (college.office@keble.ox.ac.uk). Candidates should ask their referees to write directly to Mrs Bateman, also by the closing date.

It is expected that short-listed candidates will be invited for interview in the week beginning 29th April. During the interview they may be asked to make a short presentation on their teaching to the selection panel.

Inquiries about the post may be made to either Professor Bernardo Cuenca Grau (Bernardo.grau@cs.ox.ac.uk) or the Senior Tutor, Dr Alisdair Rogers (senior.tutor@keble.ox.ac.uk).