



Further particulars for the post of 3-hour per week stipendiary lecturer in Management at Jesus College, Oxford

Subject	Management
In place of	Dr David Barron
Reporting to	Professor Peter Eso
Period of appointment	1 October 2018 – 30 September 2019
Duties	<ul style="list-style-type: none"> • Organising and delivering the teaching of Jesus College undergraduates in the subject for three unweighted hours per week, liaising with and being responsible to Governing Body via Prof Peter Eso or the Academic Director • Meeting your undergraduates in 0th week at the start of each term to confirm arrangements for the term's work • Setting and marking Collections (internal College exams). Collections must be marked and the marks returned to the organising tutor and entered on the OxCORT database by the end of Tuesday of 4th week of term <u>at the latest</u> • 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 • Meeting each of your undergraduates individually at the end of each term to discuss termly reports and work for the forthcoming vacation • Liaising as required with other Fellows and Lecturers in the subject at College, and also the Academic Director, as regards the teaching of your undergraduates • Providing any information on your students' academic progress to the senior Fellow or Lecturer in the subject for the twice termly Governing Body meetings which assess students' progress. • As required by the senior Fellow or Lecturer in your subject or the Academic Director, attending Principal's Collections for undergraduates in your subject on Thursday or Friday afternoon of 8th week each term • A full part in the annual undergraduate admissions exercise if asked to (please note there is no additional payment for this duty) • Taking part in College Open Days and any other schools liaison activities in your subject area • Recommending books for purchase by the library in your subject area • Attending Schools dinners, and other College events for undergraduates and graduates (such as the start of year dinners for new undergraduates and new graduates), as invited • Entertaining the students in your subject as organised within that subject
Salary	<ul style="list-style-type: none"> • On a scale from £6,624 – £7,450 pa. (in 2017-18 terms, reviewed annually), depending on qualifications and experience

Other benefits	<ul style="list-style-type: none"> • Lunch and dinner in the Senior Common Room (SCR) free of charge during weeks 0 to 9 of each term • Membership of USS pension scheme, under which scheme 8% (for new members) of stipend is deducted • Research allowance of £500 p.a. • Teaching book allowance of up to £250 p.a. reviewed annually, paying up to half the cost of books purchased, but subject to a purchase limit of £500 p.a.
Selection criteria	<ul style="list-style-type: none"> • Strong educational background, with a good first degree in Management or an equivalent qualification (essential) • A higher degree or equivalent in Management (desirable) • Ability to teach 1st, 2nd and 3rd-year students (essential) • Willingness to undertake, and aptitude for, the pastoral welfare of students (supported by the Academic Director and other Welfare Team members) • Experience of teaching (desirable but not essential) • Excellent knowledge of the relevant areas of Management (essential) • Suitability for and willingness to undertake the associated duties as specified in the 'Duties' section above (essential)
How to apply	<p>A letter of application including statement of teaching and research interests, CV, and the names of two referees to reach the Academic Services Manager, Jesus College (asm@jesus.ox.ac.uk) by noon on 5 March 2018. Candidates should ask their referees to write directly to the Academic Services Manager by the same date. It is expected that interviews will be held on 16 April 2018.</p>
About Jesus College	<p>With Sir Nigel Shadbolt FEng as its Principal, Jesus College comprises some 70 Fellows, 25 lecturers, 240 graduates, 350 undergraduates and 90 non-academic staff. The College has a strong commitment to academic values and success, and is characterised by an informal and friendly atmosphere. It is located on an attractive historic site in the centre of Oxford, with excellent access to the Bodleian Library and other university libraries, the Science Area, and the University's department and faculty buildings. Further information about the College is available on the College website www.jesus.ox.ac.uk</p>
Management at Jesus College	<p>The admits 4 students per year to the Economics & Management degree making an undergraduate body of 12. The College has one Tutorial Fellow in Management (Dr David Barron) and one in Economics (Associate Professor Peter Eso). We also have two doctoral teaching assistants in Economics as well as two other fellows (Professor Stefan Dercon and Associate Professor Gabriel Ulyssea). We currently have 3 students on the MBA and 8 on the EMBA.</p>
Teaching rooms and office space	<p>There is a Lecturers' Teaching Suite, which has two teaching rooms, and there are also other College rooms which you may book. The College also has a shared office for lecturers in the Lecturers' Teaching Suite. The lecturer will also have access to Dr Barron's office by agreement.</p>
Probationary period	<p>The appointment will be subject to an initial probationary period of one term, 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.</p>
Equality of Opportunity	<p>Jesus College is an equal opportunities employer. The policy and practice of the College 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</p>

	<p>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.</p> <p>Applicants invited for interview will be asked whether they require any particular arrangements to make the interview more convenient and effective for them.</p>
<p>Right to Work</p>	<p>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. 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, the salary for this post is less than £20,800.</p> <p>www.gov.uk/tier-2-general/eligibility</p>