FIZJAMES RESEARCH FELLOWSHIP IN ANCIENT GREEK
AT MERTON COLLEGE
FURTHER PARTICULARS

1. GENERAL

Merton College proposes to elect a Fitzjames Research Fellow in Ancient Greek for four years commencing on 1 October 2020 or as soon as possible thereafter. This is intended as a career development post, which will provide a promising academic with opportunities to devote a substantial proportion of time to research and to develop skills in teaching and the academic administration of Classics and of the wider college.

The College is an equal opportunities employer.

Criteria for appointment

To be eligible to apply for this Fitzjames Research Fellowship, candidates should:

- Be at an early stage of an academic career, typically at postdoctoral level or equivalent.
- Be aspiring to a substantive academic appointment and have career development needs which this Fitzjames Research Fellowship would address.

To be successful, candidates will also need to demonstrate that they meet the following selection criteria:

(i) Achievement (commensurate with the candidate’s career) in a field of research in Ancient Greek at a standard which will contribute to and enhance the national and international profile of Classics at Oxford, as demonstrated by holding, or being close to completion of, a doctoral thesis; published or forthcoming work; evidence of future research plans; and evidence of active participation in conferences, seminars and other research meetings.

(ii) Ability or potential to be an effective and inspiring teacher of Ancient Greek, particularly to undergraduates of high ability in a tutorial system, some of whom may not have studied Ancient Greek before, especially in the range of papers indicated in 3 b) below, along with the personal qualities needed to foster a high level of achievement in both graduate and undergraduate students.

(iii) An informed interest in the full range of academic duties, besides research and teaching, upon which the effective operation of Classics as a subject within the College depends, including subject-related administration, the pastoral care of students, and participation in the annual admissions exercise and in outreach work aimed at widening access to Oxford.

(iv) Willingness to undertake the wider duties and obligations of a Fellow of the College, as set out in Section 4 below.
(v) Commitment to defining and pursuing a personal career development plan during tenure of this post.

The appointment committee recognises that candidates can contribute to these goals in many different ways and will use its professional judgement, based on the evidence available, to decide how successfully candidates could make such contributions, bearing in mind the needs of the College.

Nature of the appointment

The post is a fixed-term College appointment for four years. It is College policy to attempt to advance the careers of academics at an early stage in their career by electing suitable candidates to Fitzjames Research Fellowships. It is an integral feature of Fitzjames Research Fellowships that they are time-limited and cannot be renewed so that this policy can be implemented for a continuous succession of academic staff.

Appointment and tenure of the Fellowship are subject to the Statutes and Bylaws of the College in force from time to time.

Classics at Merton

The University of Oxford offers undergraduates the opportunity to study Ancient Greek either within the Classics degree (Literae Humaniores, lasting for four years) or in combination with other subjects (Merton considers applications for Classics and Modern Languages, Ancient and Modern History, and Classical Archaeology and Ancient History). Undergraduate applicants need not have Greek and/or Latin before they apply. There is a Faculty-based language team which prepares students for language papers in the relevant language to be taken in their first public exams (either Honour Moderations or a Preliminary Examination). In addition to these centrally organised language classes, Merton offers its Classics undergraduates college-based language-teaching, as well as essay-based tutorials, to help them prepare for these exams.

The College normally admits each year four undergraduates to read for the Classics degree, and one or two additional students for combined degrees. All Classics students are currently required to take Homer and/or Virgil in the first year, as well as the interdisciplinary paper in Greek and Latin Texts and Contexts. In addition, Classics students preparing for Honour Moderations in the 5th term currently take two special subjects, one in Philosophy and one in Ancient History, Comparative Philology or Classical Archaeology. After completing Honour Moderations, students can take a wide range of subjects for their eight papers in Finals, from various options in Greek and Latin Literature, Philosophy, Ancient History, Archaeology, and Comparative Philology. They may in addition offer an optional thesis in a subject of their choice.

University and College information on the degree courses can be found at the following links:

www.classics.ox.ac.uk/undergrad.html

www.merton.ox.ac.uk/course/classics
Merton has three Tutors involved in Classics: Professor Rhiannon Ash (Languages and Literature), with whom the Fitzjames Fellow will work closely; Dr Jonathan Prag (Ancient History); and Professor Simon Saunders (Philosophy). The Classical Archaeologist Professor Irene Lemos is one of the College’s Professorial Fellows (without undergraduate teaching-responsibilities).

Merton is one of the oldest colleges in Oxford and has a strong commitment to excellence in research and teaching (see www.merton.ox.ac.uk). On average the College has around 20 research fellows at any one time. A number of Merton Fellows and graduates take part in the College’s interdisciplinary discussion groups, currently organised in three areas: the History of the Book, Global Directions, and Biomedical and Life Sciences. In addition the College convenes a number of research talks throughout the year and fosters international collaboration through an active scheme of visiting researchers, including provision of accommodation for scholars.

The College has a sizeable graduate community of circa 280 students which currently includes 14 graduates reading for higher degrees in Classics or related subjects. The College’s graduate accommodation is centred on Holywell Street and Manor Place.

2. RESEARCH RESPONSIBILITIES OF THE FITZJAMES RESEARCH FELLOW

The aim of the Fitzjames Research Fellowship is to provide an opportunity for the holder to devote a substantial proportion of their time to producing high-quality research. It is expected that the successful candidate will:

a) Undertake innovative research in the broad area of Ancient Greek.

b) Contribute to the wider academic research projects in the University in Classics, including establishing productive research collaborations with other classicists in Oxford or elsewhere.

c) Fitzjames Research Fellows must submit in June an annual report to the Research Committee of the College on their research activities.

3. TUTORIAL RESPONSIBILITIES OF THE FITZJAMES RESEARCH FELLOW

The main responsibilities of the Research Fellow will be as follows:

a) To share in the organisational responsibility for the undergraduate school of Classics and related joint degrees.

b) To provide tutorial teaching for an average of six weighted hours per week in each week of full term for first and second year undergraduates working towards Honour Moderations or the Preliminary Examination, and for third and fourth year undergraduates working towards Finals.¹ There is currently regular need for teaching provision for Honour Moderations in the Homer paper, in Greek language work for the first and second years,

¹ Under the weighted-hours scheme, a one-to-one tutorial counts as 1 stint hour, a double tutorial as 1.25 hours, and a triple as 1.5 hours. Six weighted hours is therefore likely to constitute fewer than six contact hours.
in the Texts and Contexts paper, and in the Greek Core and Greek Tragedy papers for Finals. In addition, depending on options chosen by individual students, there is need for teaching in a number of other Greek papers for Finals.

c) Where the Tutor and the Research Fellow are not able to provide tuition personally in a subject, it will be their responsibility to ensure that tutorials are arranged with suitable tutors at other colleges, where possible on an exchange basis.

d) The Research Fellow is expected to participate fully in College Admissions procedures, including Open Days and interviewing, and in the setting and marking of the College’s internal examinations (‘Collections’). The role of the Research Fellow will involve administration (e.g. the planning and organisation of students’ subject options; the endorsement of applications made by students for vacation residence, travel grants and other College assistance; the writing of references; the selection of books for the College Library etc.).

e) The Research Fellow may be required to deputise for the Tutors in Classics and Ancient History at the Warden and Tutors’ Committee meetings (held at 1:15 p.m. on the Wednesdays of Weeks 1, 3, 5, and 7 of each term) and must be present to report on undergraduate performance to the Warden at special meetings (known as Warden’s Collections), which each undergraduate is obliged to attend once a year.

f) The Research Fellow is expected to undertake pastoral responsibilities and will receive an entertainment allowance. Attendance is strongly encouraged at College events such as the College Admission dinner (for all freshers), Postmasters’ Dinner (a dinner for scholar and exhibitioner undergraduates), and the Shrove Tuesday Dinner (a dinner for finalists).

A more detailed guide to these responsibilities will be communicated to the successful candidate by the Senior Tutor following appointment.

4. OTHER DUTIES AND OBLIGATIONS OF THE FITZJAMES RESEARCH FELLOW

There are many College activities which go beyond the narrowly academic. It is hoped that the Fitzjames Research Fellow will participate fully in the life of the College, recognising that a College can function successfully only if its Fellows are animated by a spirit of service which elicits a commitment to the life of the community beyond the prescribed contractual duties.

The appointment is based on the understanding that the successful candidate undertakes to fulfil the following duties and obligations of service:

(a) The successful candidate will, if not otherwise ineligible, be elected to a Research Fellowship and as such will be a member of the Governing Body of Merton College, and thereby obliged to attend its meetings (three in each term). The College is a registered charity; members of the Governing Body are its trustees and must conduct business in accordance with the charity law of
England and Wales. A more detailed guide to these responsibilities will be communicated to the successful candidate following election as a Fellow.

As a member of Governing Body the Fellow is expected to take a share in the work of that body and its Committees. The Fellow must expect to serve on Committees and similar College bodies, and to serve from time to time as an Officer of the College if such a request is made by the Fellowship and Appointments Committee. (Merton has appointed a permanent Senior Tutor to cover the roles of Senior Tutor and Tutor for Admissions so these duties are no longer undertaken by academic staff.)

(b) The Fitzjames Research Fellow may be asked to advise the Tutor for Admissions on the admission of graduates, and to serve as College Adviser for graduate students in related subjects. Each October the Fitzjames Research Fellow will be notified of the names of those students for whom he/she is asked to act as College Adviser. College Advisers are expected to make contact with the graduate students under their care normally at least once a term, and to entertain them at lunch or dinner in the College once a term at the expense of the College. College Advisers also attend the progress meetings held by the Warden and the Dean of Graduates with all first-year graduate students and with graduates in subsequent years if they wish for one. Fellows are expected to participate in events which foster closer links between the Senior and Middle Common Rooms such as SCR/MCR talks.

5. PROFESSIONAL AND CAREER DEVELOPMENT

The Fitzjames Research Fellow will be assigned an academic mentor who will discuss work in progress and support the individual in making effective use of this Fellowship to prepare for an academic career. Soon after appointment the Fitzjames Research Fellow will agree with the mentor a personal training and development plan.

The Fitzjames Research Fellow will be encouraged to access the support of the University’s Centre for Teaching and Learning (CTL) as well as People and Organisational Development (POD). CTL has its own well-developed programme of short courses for academic staff and the Fitzjames Research Fellow will be expected to undertake the introductory session for new academic staff and admissions training as a minimum, unless evidence of equivalent training can be produced. CTL and POD will also be able to advise on other Oxford resources, such as the Careers Service.

Fitzjames Research Fellows are encouraged to complete successfully the CTL’s Developing Learning and Teaching Programme by the end of the third year of this appointment.

6. REMUNERATION AND CONDITIONS OF THE RESEARCH FELLOWSHIP

The salary for the Fitzjames Research Fellowship will be £31,490 p.a. (2019-20 rate).

The following conditions will apply:
a) Every Fellow has the right to free breakfasts, lunches, and dinners at the
    Common Table of the College when the College Kitchen is open;

b) If the Fitzjames Research Fellow wishes to occupy single accommodation
    within College, this can be provided, free of charge, subject to availability.
    Alternative accommodation may be available in a College flat a short
    distance from the College precinct. A College flat is also suitable for those
    with a partner. The occupant of a College flat is responsible for all charges
    relating to Council Tax and utility bills for the property. The College has
    very limited accommodation suitable for families;

c) If the Fitzjames Research Fellow does not wish to live in College, or if such
    accommodation is not available, he or she will receive a taxable and
    pensionable household allowance of £10,000 p.a.;

d) The Fitzjames Research Fellow will be provided with a teaching room in
    College (this may be shared);

e) The Fitzjames Research Fellow will be auto-enrolled as a member of the
    Universities Superannuation Scheme, with a right to opt out;

f) The College provides medical insurance for members of the Governing
    Body, a co-habiting partner, and dependent children under the age of 21,
    free of charge (the premium is assessable as a taxable benefit);

g) The Fitzjames Research Fellow may claim research expenses of up to
    £3,800 p.a. under the relevant College Bylaw;

h) The Fitzjames Research Fellow will receive a taxable entertainment
    allowance of £450 p.a.;

i) The College provides for sick leave and family-related leave on the same
    basis as the University of Oxford, taking into account the fixed term
    nature and particular circumstances of the employment;

j) The Fitzjames Research Fellow will not be eligible for sabbatical leave;

k) The appointment will be for four years and will not be renewable. A notice
    period of one Full Term will be required should the post holder wish to
    resign the Fellowship at an earlier point.

l) The appointment is conditional on verification of the successful candidate’s
    right to live and work in the United Kingdom.

Sundry other regulations concerning both academic facilities (e.g. research
expenses) and domestic arrangements in the College (e.g. ordinary meals and
College official feasts, use of the College key, Senior Common Room and Guest
Room facilities, use of telephones, etc.) are contained in the Statutes and Bylaws
of the College to which the Fitzjames Research Fellow will be subject.

Information about other arrangements is also contained in a Handbook for new
Fellows, available from the Senior Tutor.
7. PROCEDURE FOR APPLICATION AND APPOINTMENT

Applications

Those wishing to apply for this post should complete the online application form at www.merton.ox.ac.uk/vacancies and upload:

- a brief curriculum vitae incorporating a publications list;
- a research proposal for the four years covered by the Fitzjames Research Fellowship; and
- a statement of their teaching range in relation to the needs of the College, specified in 3(b) above.

Applicants should also arrange for three referees (not more than two of whom should be from the same institution) to write directly to the Warden of Merton College by 12:00 noon on the closing date of 23 April 2020. References should be sent electronically to lesley.walsh@merton.ox.ac.uk. Hard copy signed references will be required for the successful candidate.

Applicants are also requested to inform each referee that, under the General Data Protection Regulation 2016/679 and the Data Protection Act 2018, the reference provided may be regarded as disclosable to the subject of the reference unless it is clear that the reference has been given in confidence. The College asks that a reference given in confidence should be marked “strictly confidential” on the letter of reference itself and not just on the envelope in which the letter is contained.

Applicants are strongly encouraged to return the Recruitment Monitoring form (available for download from the College website - www.merton.ox.ac.uk/vacancies).

It is anticipated that interviews will be held at Merton on 15 May 2020. Candidates are advised to hold this date in their diaries. Shortlisted candidates will be invited to submit written-work samples in advance. The usual format is that a presentation is given in the morning and the interview with a panel of Fellows from Merton and an external adviser, in this case from the Faculty of Classics, is held in the afternoon. Reasonable interview expenses will be reimbursed and overnight accommodation will be available for candidates who require it.

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 they will need to demonstrate that they have sufficient points, and in particular that:

(i) they have sufficient English language skills (evidenced by having passed a test in basic English, or coming from a majority English-speaking country, or having taken a degree taught in English), and

(ii) that they have sufficient funds to maintain themselves and any dependents until they receive their first salary payment.

Further information is available at: www.gov.uk/tier-2-general.
The policy and practice of Merton College require that all staff are afforded equal opportunities within employment. Entry into employment with the College 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.

Any enquiries related to these Further Particulars should be directed in the first instance to the Acting Senior Tutor, Fra’ John Eidinow (Telephone: 01865 286505 or email: senior.tutor@merton.ox.ac.uk).