Merton College, University of Oxford

Stipendiary Lectureship in Pre-Clinical Medicine

1. Overview

Merton College proposes to appoint a Stipendiary Lecturer in Pre-clinical Medicine to teach undergraduates in Physiology and Pharmacology in year 1 and Final Honour School in year 3 in the Cardiovascular and Respiratory (CVR) option for an average of 3 hours per week in full term. The appointment will be for the period 1 January 2023 until 31 March 2023 (Hilary Term). This is a fixed-term appointment to cover teaching arising from a period of sabbatical leave being taken by Professor Paterson, one of the College’s Tutors in Medicine.

Merton College currently aims to admit five students per year for Medicine. Information about the Medicine degree offered by the University can be found at: https://www.ox.ac.uk/admissions/undergraduate/courses/course-listing/medicine.

Merton College also has a sizeable and lively community of postgraduates, including 12 Clinical Medicine students and 46 Masters and Doctoral students reading for higher degrees in the Medical Sciences.

The postholder will work closely with the College’s other Tutor in Medicine (Professor Julian Knight) as well as a number of Lecturers in the subject. Information about the Fellows of Merton can be found at: http://www.merton.ox.ac.uk/fellows

2. Merton College

Merton College was founded in 1264 by Walter de Merton, and is one of the oldest colleges within the University of Oxford. It was the first fully self-governing college in the University and was originally founded for twenty fellows, with undergraduates being formally admitted in the early 1380s. Over the centuries, many eminent scholars and cultural leaders have called Merton home including four Nobel Prize winners and an Abel Prize winner. Merton College has a strong commitment to excellence in research and teaching across a range of subjects in the Sciences, Humanities and Social Sciences. The College community currently comprises around 600 students (320 undergraduates and 280 postgraduates), some 70 Fellows, 40 other academic staff and over 100 members of support staff. The college strives to create a diverse, welcoming, inclusive and supportive community in which its students can thrive.

3. Responsibilities of the Lecturer

Working with the College’s Tutors and Lecturers in Medicine, the main responsibilities of the Lecturer will be as follows:
(a) To share in the organisational responsibility for the undergraduate degree of Medicine, including organising and overseeing external tutorial provision in subject areas not covered by Merton personnel.

(b) To plan and deliver 3 weighted hours\(^1\) of tutorial teaching in each week of full term. Teaching will be required for the following papers:

- 1\(^{st}\) year Physiology and Pharmacology tutorials to map onto Hilary Term Cardiovascular and Respiratory Physiology and Pharmacology (2 hours per week)
- One Final Honour School (3\(^{rd}\) year) tutorial per week in the CVR option that reflects the Lecturer’s area of research specialisation.

(c) To ensure that the students taught receive timely feedback on their work during term, both week by week and in termly reports on the reporting database, and to attend Warden’s progress meetings at the end of term for undergraduates reading Medicine, as required. Concerns regarding under-performance should be conveyed to the relevant Director of Studies and the Senior Tutor.

(d) To mark internal examinations (‘Collections’). Professor Paterson will set the Collection for year 1 to be undertaken in Hilary Term.

(e) To contribute to outreach and access initiatives, if required.

(f) To undertake academic administration (e.g. the planning and organisation of students’ options; the endorsement of applications made by students for travel grants and other College assistance; the writing of references, the selection of books for the College Library etc.).

(g) To provide study skills and examination preparation support for students studying undergraduate Medicine in year 1, as required.

(h) To undertake pastoral responsibilities in liaison with the Director of Studies (Professor Knight) and the College Welfare Team, as appropriate.

(i) To act as College Advisor to a number of postgraduate students studying degrees in the Medical Sciences at the College, if requested.

Attendance is strongly encouraged at College events to which Lecturers are invited.

A more detailed guide to tutorial responsibilities and other information, entitled a *Handbook for Fellows and Lecturers*, will be communicated to the successful candidate by the Senior Tutor following appointment.

The Lecturer will be subject to the College’s Statutes and Bylaws in force from time to time.

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\(^1\) The weighting system means that hours spent teaching groups larger than one person count for more than one hour.
4. CRITERIA FOR THE APPOINTMENT

To be successful, candidates will need show that they meet the following selection criteria:

(i) To have completed a doctorate in the physiological sciences with a background in cardiorespiratory physiology and pharmacology.

(ii) To be willing and able to successfully teach the first year BM course in physiology and pharmacology, and to tutor in relevant papers in the Final Honour School CVR option outlined in 3(b) above.

(iii) To demonstrate the ability to be an effective and inspiring teacher of physiology and pharmacology, particularly to undergraduates of high ability in a tutorial (small group) system.

(iv) To have the potential to discharge competently the full range of academic administrative duties, besides teaching, upon which the effective operation of Medicine as a subject within the College depends.

(v) To be able to contribute to the work of the team of academic staff in Medicine at Merton College.

5. REMUNERATION AND CONDITIONS OF THE STIPENDIARY LECTURESHIP

The stipend for the lectureship will be £2,695 for the period of the appointment (current rate). A 3-hour lecturer will also be entitled during the appointment to:

- Enrolment in the Universities Superannuation Scheme.
- Four free meals per week (lunch or dinner) at the Common Table from 1 January 2023 until 31 March 2023 when the kitchen is open, with certain designated exceptions.
- Membership of the Senior Common Room, for which a charge is payable.
- Professor Paterson’s teaching room will be available at mutually convenient times, although not necessarily for the lecturer’s exclusive use.

6. RIGHT TO WORK IN THE UK

The appointment will be conditional on satisfactory provision of proof of the right to work in the UK.

7. PROCEDURE FOR APPLICATION AND APPOINTMENT

Applications
Those wishing to apply for this post should complete the online application form at http://www.merton.ox.ac.uk/about-merton/vacancies and upload the following as a single PDF document by noon on Monday 14 November 2022:

- a curriculum vitae incorporating details of any publications; and
- a statement of teaching range and experience in relation to the selection criteria and needs of the College, as specified above.

Applicants should arrange for two referees to write directly to the College by noon on Monday 14 November 2022. References should be sent electronically to tutorials@merton.ox.ac.uk. Hard copy signed references will be required for the successful candidate.

Applicants are requested to inform their referees that, under the General Data Protection Regulation 2016/679 and the Data Protection Act 2018, the references they provide will 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. Referees should also be asked to note that even where a reference is marked “strictly confidential” it could still be disclosed to the subject of the reference if that subject so requested and the College’s Data Protection Officer deemed it appropriate.

Applicants are encouraged to complete an Equal Opportunities Recruitment Monitoring form. The information collected on the Equal Opportunities Recruitment Monitoring form does not form part of the selection process and will not be circulated to the selection panel. It will be used solely to monitor the effectiveness of the College’s equality policy which is published at http://www.merton.ox.ac.uk/college-policies

It is anticipated that interviews will be held in the week commencing 28 November 2022.

Any enquiries related to these Further Particulars should be directed in the first instance to the Senior Tutor, Dr Jane Gover (e-mail: senior.tutor@merton.ox.ac.uk).

To view our Privacy notice please see here https://www.merton.ox.ac.uk/privacy-notices-and-ropas

8. Equal Opportunities

Merton College is an equal opportunities employer.

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.