1. GENERAL

Merton College proposes to appoint a Stipendiary Lecturer in Biochemistry for an average of two weighted hours teaching per week to undergraduates at the college or to those at other colleges on an exchange basis. This is a permanent position commencing on 1 October 2018.

The College is an equal opportunities employer.

Criteria for appointment

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

(i) To be engaged currently or recently in biochemistry research related to cell biology or genetics at the graduate or postdoctoral level.

(ii) To have teaching experience relevant to the topics listed under 2(a) below.

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

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

(v) To be able to contribute to the work of the team of academic staff in Biochemistry, pre-Clinical Medicine, and related subjects at Merton.

(vi) To undertake Admissions training if necessary.

Biochemistry at Merton

Biochemistry has a strong tradition at Merton, with recent alumni including the biochemist Sir Alex Jeffreys FRS and Jonathan Hodgkin FRS. Undergraduate performance in public examinations consistently exceeds the University average.

Merton admits two undergraduates each year reading for the four-year single honours degree in Biochemistry, and five students reading for the honours degree in Medicine (Medicine students study Biochemistry during the first year of their degree).

Within Merton the subject sits alongside Chemistry (which admits six students each year) and Biology (four students).
Further information can be found at the following links:

Biochemistry degree: [www.bioch.ox.ac.uk/undergraduate/](http://www.bioch.ox.ac.uk/undergraduate/)

Biochemistry at Merton: [www.merton.ox.ac.uk/course/biochemistry](http://www.merton.ox.ac.uk/course/biochemistry)

Pre-Clinical Medicine degree: [www.medsci.ox.ac.uk/study/medicine/pre-clinical/pre-clinical](http://www.medsci.ox.ac.uk/study/medicine/pre-clinical/pre-clinical)

Medicine at Merton: [www.merton.ox.ac.uk/course/medicine](http://www.merton.ox.ac.uk/course/medicine)

Merton has a sizeable graduate community which currently includes 15 graduates reading for higher degrees in Biochemistry or related subjects.

Biochemistry teaching at Merton is co-ordinated by Professor Matt Higgins, and Biochemists among the Fellowship include Professor Judith Armitage FRS, Professor Béla Novák, and Professor Nicole Zitzmann.

Information on the Fellows of Merton can be found at [www.merton.ox.ac.uk/fellows](http://www.merton.ox.ac.uk/fellows).

2. TUTORIAL RESPONSIBILITIES OF THE LECTURER

The main responsibilities of the Lecturer will be as follows:

a) To provide tutorial teaching for an average of two weighted hours per week in each week of full term. The Lecturer will share with Professor Higgins the provision of Biochemistry teaching to both Biochemistry and first-year Medicine undergraduate students. To complement current expertise within the College, preference will be given to a lecturer who can teach topics in Cell Biology, Molecular Genetics, and Medical Genetics.

b) To ensure that the students taught receive timely feedback on their work during term, both week by week and in termly reports, and to set and mark internal examinations (‘Collections’). Concerns regarding under-performance should be conveyed to the relevant Director of Studies.

c) To participate fully in College admissions procedures including reading UCAS forms, interviewing, and recording the evidence used to assess applications and inform selection decisions. The Lecturer will also be expected to contribute to access initiatives and participate in College Open Days.

d) To liaise with the Director of Studies and the College Welfare Team regarding any pastoral concerns. 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.

3. REMUNERATION AND CONDITIONS OF THE STIPENDIARY LECTURERSHIP
The stipend for the two-hour Lecturership will be £4,967 p.a. (current rates) and the Lecturer will be enrolled in the Universities Superannuation Scheme ("USS"). The employee’s contribution is currently 8% of pensionable salary.

In addition, the Lecturer will have the right to four lunches or dinners per week at the Common Table of the College when the College is open. The Lecturer will also be a member of the Senior Common Room.

Teaching facilities will be provided, although not for the Lecturer’s exclusive use.

The appointment will be conditional on verification of the successful candidate’s availability for employment in this country.

4. PROCEDURE FOR APPLICATION AND APPOINTMENT

Those wishing to apply for this post should complete the online application form at www.merton.ox.ac.uk/about-merton/vacancies by 12:00 noon on the closing date of Friday 27 April 2018, including uploading:

- a brief curriculum vitae incorporating a publications list; and
- a statement of their teaching range in relation to the needs of the College, specified under 2(a) above.

Applicants should arrange for two referees to write directly to the College by noon on Friday 27 April 2018. References should be sent electronically to senior.tutor@merton.ox.ac.uk. Hard copy signed references will be required for the successful candidate.

Applicants are also requested to inform their referees that, under the 1998 Data Protection Act, the references they provide will be regarded as disclosable to the subject of the reference unless marked "strictly confidential". This instruction must appear on the letter of reference itself and not just on the envelope in which the letter is contained. 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 return the Recruitment Monitoring form (available for download from the College website - www.merton.ox.ac.uk/about-merton/vacancies).

Interviews will be held at Merton on the afternoon of Friday 11 May 2018.

Reasonable interview expenses will be reimbursed and overnight accommodation will be available for candidates who require it.

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 Senior Tutor, Dr Rachel Buxton (Telephone: 01865 286505 or email: senior.tutor@merton.ox.ac.uk).