



**School of Interdisciplinary Area Studies and the School of Anthropology and Museum Ethnography in association with St Anne's College**

## **Job description and selection criteria**

<b>Job title</b>	<b>Departmental Lecturer in African Anthropology</b>
<b>Division</b>	<b>Social Sciences</b>
<b>Department</b>	<b>School of Interdisciplinary Area Studies and the School of Anthropology and Museum Ethnography in association with St Anne's College</b>
<b>Location</b>	<b>University of Oxford</b>
<b>Grade and salary</b>	<b>Grade 7 (£29,099 - £35,788 pa)</b>
<b>Hours</b>	<b>Full time</b>
<b>Contract type</b>	<b>Fixed term (1 October 2012 – 15 December 2013)</b>
<b>Reporting to</b>	<b>Heads of Schools</b>
<b>Vacancy reference</b>	<b>102085</b>
<b>Additional information</b>	

## **Introduction**

### **The University**

The University of Oxford is a complex and stimulating organisation, which enjoys an international reputation as a world-class centre of excellence in research and teaching. It employs over 10,000 staff and has a student population of over 21,000.

Most staff are directly appointed and managed by one of the University's 130 departments or other units within a highly devolved operational structure - this includes 5,900 'academic-related' staff (postgraduate research, computing, senior library, and administrative staff) and 2,820 'support' staff (including clerical, library, technical, and manual staff). There are also over 1,600 academic staff (professors, readers, lecturers), whose appointments are in the main overseen by a combination of broader divisional and local faculty board/departmental structures. Academics are generally all also employed by one of the 38 constituent colleges of the University as well as by the central University itself.

Our annual income in 2009/10 was £879.8m. Oxford is one of Europe's most innovative and entrepreneurial universities: income from external research contracts exceeds £367m p.a., and more than 60 spin-off companies have been created.

For more information please visit [www.ox.ac.uk](http://www.ox.ac.uk)

## **Social Sciences Division**

Social Sciences is one of the four academic Divisions in the University, each with considerable devolved budgetary and financial authority and responsibility for providing a broad strategic focus across its constituent disciplines. This division represents the largest grouping of social sciences in the UK: home to a number of outstanding departments and to the internationally ranked Law Faculty; all are committed to research to develop a greater understanding of all aspects of society, from the impact of political, legal and economic systems on social and economic welfare to human rights and security. That research is disseminated through innovative graduate programmes and enhances undergraduate courses.

## **Departments**

### **About the School of Interdisciplinary Area Studies**

The School of Interdisciplinary Area Studies (SIAS) is one of the fourteen constituent parts of the Social Sciences Division. It represents a major commitment by the University to enhancing teaching and research in Area Studies. The School brings together six units: the African Studies Centre, the Latin American Centre (including the Brazilian Studies Programme), the Nissan Institute of Japanese Studies, the Contemporary China Studies Programme (supported in part by the Leverhulme Grant for Contemporary Chinese Studies), Russian and East European Studies and the Contemporary South Asia Studies Programme. In addition, the School encourages academic co-operation with, and provides support to, a number of related academic activities which have their principal home in the Humanities Division such as Middle Eastern Studies. The administration of the School is based at 12 Bevington Road.

The School of is devoted to research and graduate teaching in academic disciplines which attempt to understand the complexity and the interrelatedness of society through anthropology, economics, politics, history, sociology and culture. Its teaching and research seek to take into account both the insights provided by the separate disciplines and the contextualisation provided by in-depth knowledge of specific regions and countries. Interdisciplinary collaboration to study specific social processes is encouraged, and a number of the current research projects are in collaboration with other departments.

Currently, Masters courses are run by the African Studies Centre, Latin American Centre, the Nissan Institute of Japanese Studies, Russian and East European Studies, Contemporary India and Modern Chinese Studies, which admit in total about 120 graduate students a year. Additionally, the School's academic staff supervise doctoral students and teach on a range of undergraduate programmes in other parts of the University. Potential applicants can find out more about the School at [www.area-studies.ox.ac.uk](http://www.area-studies.ox.ac.uk)

### **The African Studies Centre**

The post-holder will be a member of the African Studies Centre within the School. Staff directly employed in the Centre are currently William Beinart (Southern African History and Politics, Environmental Issues), David Anderson (East African History and Politics), David

Pratten (West African Anthropology), Nicolas Cheeseman (African Politics), Helene Neveu (African Anthropology), Julie Archambault (African Anthropology), Neil Carrier (African Anthropology), Gregory Deacon (African history) and Jonny Steinberg (African politics, history and criminology). The African Studies Consultative Committee draws on staff throughout the University, including Jocelyn Alexander (Development Studies); Elleke Boehmer (English); Paul Collier (Economics); Patricia Daley (Geography); Jan-Georg Deutsch (Modern History); David Johnson (Comparative Education); Sloan Mahone (Wellcome Unit for the History of Medicine); Peter Mitchell (Archaeology); Abdul Raufu Mustapha (Development Studies); Ricardo Soares de Oliveira (Politics), Oliver Bakewell (IMI and International Development) and Nicholas Van Hear (COMPAS).

Potential applicants can find out more about African Studies in the School of Interdisciplinary Area Studies at [www.africanstudies.ox.ac.uk](http://www.africanstudies.ox.ac.uk)

### **About the School of Anthropology and Museum Ethnography**

Anthropology has been taught at Oxford since E.B. Tylor began lecturing on the subject in 1883, and the first Professor of Social Anthropology, A.R. Radcliffe-Brown, was appointed in 1937. His successors have been Sir Edward Evans-Pritchard (1946-70), Maurice Freedman (1970-75), Rodney Needham (1976-90), John Davis (1990-95), David Parkin (1996-2008), and David Gellner (2008-). In 2006 a second Chair in Social Anthropology was established, to which Harvey Whitehouse was appointed from October 2006. David Gellner is also Head of School.

Academically, the organizational unit for Anthropology is the School of Anthropology and Museum Ethnography. This comprises the Institute of Social and Cultural Anthropology (ISCA), the ESRC Centre on Migration Policy and Society (COMPAS), the Institute of Human Sciences (IHS), the Institute of Cognitive and Evolutionary Anthropology (ICEA), the Institute for Science, Innovation and Society (InSIS), and also aspects of the academic side of the Pitt Rivers Museum (PRM, which is governed through the University's Academic Services and University Collections Group). ICEA includes the Centre for Anthropology and Mind (CAM).

The School is a leading centre for anthropological teaching and research in the UK and the world, renowned for its contributions to anthropological theory, its ethnographic fieldwork of the highest standard, and its association with the Pitt Rivers Museum and the anthropology of visual and material culture. In recent years it has also become known as a centre for medical anthropology, for migration studies, and for cognitive and evolutionary anthropology. The School has 26 members of academic teaching staff and 40 research staff (15 in COMPAS, 7 in ICEA, 8 in InSIS, 5 in medical anthropology and 5 in ISCA). In addition there are at least 13 social anthropologists with permanent positions in other departments of the University.

More information about the School can be found at [www.anthro.ox.ac.uk](http://www.anthro.ox.ac.uk).

## **Job Description**

### **Overview of the role**

In the two schools, to assist in teaching, marking and supervision for the MSc in African Studies at the discretion of the Head of the African Studies Centre, and for the Masters courses in Anthropology at the discretion of the Head of the School of Anthropology and

Museum Ethnography, and in the College, to contribute actively and fully to the intellectual life of the college, and to matters that support and enhance it.

### **Key responsibilities:**

- Undertake advanced academic study to underpin lectures and class teaching
- Produce lecture notes, course materials, reading lists, and reference guides
- Engage in assessment and university examining
- Delivering a limited number of lectures
- Leading relevant classes
- Tutorial teaching
- Supervising or co-supervising a limited number of dissertations
- First contact for student matters relating to attendance, conduct, coursework, performance, and welfare (referring matters to appropriate others)
- Participate in the graduate student admissions processes
- Gather and analyse feedback from students, colleagues, and examiners, and modify course design, content, or delivery as appropriate
- Provide *ad hoc* guidance to demonstrators/fieldwork assistants, or graduate students
- In support of the development of courses and as a secondary commitment alongside teaching, manage own academic research activities, conduct independent research, and generate original ideas to build on existing concepts
- Write research articles for peer-reviewed journals, book chapters, and reviews, and give poster presentations or briefings to disseminate research findings at conferences
- Liaise with examiners and academic staff regarding teaching arrangements and student performance, and with funding bodies, stakeholders, and researchers in related fields to share information and expertise
- Contribute to collaborative projects with colleagues in partner institutions and research groups
- Assist the Director of Graduate Studies or Chair of Examiners if requested by the Head of School
- Participate and assist in lectures, seminars, workshops and conferences organised by the two Schools and College as part of their programmes
- Submit research proposals to outside funders

### **Selection criteria**

The Schools are looking for the candidate who most fully meets the following criteria:

- (i) a doctorate in a relevant field or evidence that a doctoral thesis will be submitted by the starting date of the post;
- (ii) a track record of research of international quality, including the capacity to publish in international journals and with major presses in African Studies and/or in Anthropology;
- (iii) the ability to teach graduate students of high calibre, and to carry out student assessment;
- (iv) teaching experience in relevant fields;

- (v) the ability to supervise advanced degree students in African Anthropology.

## Working at the University of Oxford

For further information about working at Oxford, please see: [http://www.ox.ac.uk/about\\_the\\_university/jobs/professionalandmanagement/](http://www.ox.ac.uk/about_the_university/jobs/professionalandmanagement/)

### How to apply

If you consider that you meet the selection criteria, click on the **Apply Now** button on the 'Job Details' page and follow the on-screen instructions to register as a user. You will then be required to complete a number of screens with your application details, relating to your skills and experience. When prompted, please provide details of two referees and indicate whether we can contact them at this stage. You will also be required to upload a CV and supporting statement. The supporting statement should describe what you have been doing over at least the last 10 years. This may have been employment, education, or you may have taken time away from these activities in order to raise a family, care for a dependant, or travel for example. Your application will be judged solely on the basis of how you demonstrate that that you meet the selection criteria outlined above and we are happy to consider evidence of transferable skills or experience which you may have gained outside the context of paid employment or education.

Please save all uploaded documents to show your name and the document type.

All applications must be received by **midday** on the closing date stated in the online advertisement.

#### Information for Priority Candidates

*A priority candidate is a University employee who is seeking redeployment owing to the fact that he or she has been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing departments and this letter **must** be attached to any application they submit.*

**The priority application date for this post is midday (UK time) on 8 March 2012. Full details of the priority application process are available at:**

<http://www.admin.ox.ac.uk/personnel/end/red/redproc/prioritycandidate>

Should you experience any difficulties using the online application system, please email [recruitment.support@admin.ox.ac.uk](mailto:recruitment.support@admin.ox.ac.uk)

To return to the online application at any stage, please click on the following link [www.recruit.ox.ac.uk](http://www.recruit.ox.ac.uk)

Please note that you will be notified of the progress of your application by automatic e-mails from our e-recruitment system. **Please check your spam/junk mail regularly to ensure that you receive all e-mails.**