



CHRIST CHURCH
UNIVERSITY OF OXFORD

CHRIST CHURCH Stipendiary Lecturership in French

Job title	Stipendiary Lecturership in French
Location	Christ Church
Salary	£16,569 - £18,308 (current rates) per annum, according to qualifications and experience
Hours	To provide six weighted hours of undergraduate teaching per week, averaged over three eight-week terms per year (commencing 1 October 2025)
Contract type	Permanent 1 October 2025
Responsible to	Senior Censor
Application deadline	Noon 17 February 2025
Vacancy reference	HT25_010

Overview

Christ Church invites applications for a permanent Stipendiary Lecturership in French. This is a permanent position to fulfil a standing college teaching need.

Christ Church

Christ Church, one of the largest colleges of Oxford University, has around 420 undergraduates and 230 graduates, and around 200 senior members. The main mode of teaching is via tutorials, a system which enables undergraduates to work with experienced tutors in small groups. The subjects offered at Christ Church cover the whole spectrum, including Arts, Social Sciences, Medical Sciences and Physical Sciences. For more information please visit: <https://www.chch.ox.ac.uk/>.

Christ Church provides all our staff with a welcoming and inclusive workplace that enables everyone to develop and to do their best work. Join us and you will find a friendly, vibrant, democratic, and international community, with a great range of staff benefits.

French at Christ Church

Christ Church currently admits nine students per year to read straight Modern Languages, with additional students studying Modern Languages along with one of the joint schools. The appointee will join the Modern Languages tutors in French, German, Italian, Russian and Spanish, and will have partial responsibility for overseeing French language teaching at Christ Church.

Duties of the post

The successful candidate will deliver six (weighted) hours of teaching per week, averaged over the three eight-week terms of each academic year. The College uses a system of weighted hours depending on how many students are being taught. The teaching delivered by this postholder will consist of small-group language teaching, usually in groups of 6-8, which means that the actual number of contact hours per week will be less than six. The appointed tutor will be expected to set and mark written work for the language classes.



Applicants should be able to teach:

- Prelims: seen and unseen translation into English (fortnightly)
- Prelims: comprehension and summary in French (fortnightly)
- Prelims: general language skills (weekly)
- Second year: translation into English (fortnightly)*
- Finalists: translation into English (fortnightly)*

The classes marked * may be varied depending on the native language of the successful applicant.

In addition to teaching duties, the Lecturer will be expected to:

- Set and mark termly College mock exams (Collections), monitor student progress, and write termly reports on students.
- Participate in the undergraduate admissions exercise, which may include reading of UCAS forms, marking of written work and conducting interviews.
- Assist with general oversight of the welfare (both academic and pastoral) of Christ Church undergraduates reading French and related Joint Schools.
- Assist with the general administration of the teaching of French and related Joint Schools at Christ Church.

Selection Criteria

The selection criteria are as follows:

Essential:

- A Higher Education qualification in French or a closely related field.
- Evidence of the skills required for successful general language teaching at a high level, including the ability to explain grammar lucidly, listen to students, and enthuse and inspire them.
- The ability to teach translation between English and French to a high level.
- The ability to understand, and explain to students, passages written in sophisticated French.
- Evidence of interpersonal and organizational skills and an ability and willingness to fulfil the administrative and pastoral functions outlined in these further particulars.
- Willingness to participate in access initiatives with a view to encouraging applications from a wide range of educational backgrounds.

Desirable:

- Experience of teaching French at a Higher Education level.

Since this vacancy is for a teaching post, candidates must be available to start at the specified start date.

The appointment will be subject to provision of proof of the right to work in the UK.

Salary and Benefits

- Salary on the scale of £16,569 - £18,308 (current rates) per annum, according to qualifications and experience. New appointments are usually made at the first point of the scale.



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- Use of a shared teaching room in College.
- Three free lunches and dinners per week from 0th – 9th weeks of each term of the appointment.
- There is a scheme for the purchase by the College Library of books for the personal use of the lecturer (up to a current maximum of £707 p.a.), and entertainment of academic and professional guests is subsidised up to a current maximum of £391 p.a.
- Eligible staff may join or remain a member of the Universities Superannuation Scheme. Details are available on the website at <http://www.admin.ox.ac.uk/finance/pensions/uss/>.
- Employee Assistance Programme alongside access to dedicated support both within the college and wider University for your personal and career development.

There is no entitlement to sabbatical leave.

Pre-employment screening

Standard checks: if you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide proof of your right to work in the UK; proof of your identity; and (if we haven't done so already) we will contact the referees you have nominated. You will also be asked to complete a health declaration so that you can tell us about any health conditions or disabilities for which you may need us to make appropriate adjustments.

How to Apply

Please apply using the online application form available at: https://fas.chch.ox.ac.uk/fas_live/chchslf/ no later than the deadline of **Noon 17 February 2025**. Applications received after this time will not be considered.

Application documents should include:

- Covering letter or statement explaining how you meet the criteria set out above using examples of your skills and experience - this may include experience gained in education or employment - and also outlining your reasons for applying for this post at Oxford.
- CV, including teaching experience.

Christ Church currently operates an EJRA of 30th September immediately preceding the 70th birthday for all academic staff.

Applications will be judged only against the criteria which are set in the job description, and applicants should ensure that their applications show clearly how their skills and experience meet these criteria.

Christ Church is committed to fairness, consistency and transparency in selection decisions. Members of selection committees are aware of the principles of equality of opportunity, fair selection and the risks of bias. Applications are particularly welcome from minority ethnic candidates, who are under-represented in academic posts in Oxford.

If, for any reason, you have taken a career break or have had an atypical career and wish to disclose this in your application, the selection committee will take this into account.



Christ Church welcomes applications from candidates who have a disability or long-term health condition and is committed to providing long term support. Please let us know if you need any adjustments to the recruitment process, including the provision of these documents in large print, audio or other formats. If we invite you for an interview, we will ask whether you require any particular arrangements at the interview.

References

Two references are required for this post. Candidates are responsible for requesting references from their referees. Referees should submit references online by the closing date of **Noon 17 February 2025**. Once applicants have provided their details in their online application, referees will be sent an email containing a link to do this.

Candidates should therefore give referees enough time to write in their support. The college will not request references directly from the referees.

Christ Church is grateful to referees for their assistance; and it hopes that they will understand the impracticability of acknowledging receipt of referees' letters.

Interviews

Interviews for the position are expected to take place in person on 11 March 2025.

If you need help

If you have any questions regarding the application process, please contact academic.recruitment@chch.ox.ac.uk. All enquiries will be treated in strict confidence and will not form part of the selection decision.

Please note that you will receive an automated email from our e-recruitment system to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email.

Important information for candidates

Data Privacy

Please note that any personal data submitted to Christ Church as part of the job application process will be used only for the purposes of determining suitability for the post and processed in accordance with the General Data Protection Regulations (GDPR) and related UK data protection legislation. For further information, please see the Christ Church Privacy Notice available at: <https://www.chch.ox.ac.uk/privacy-policy>.

Due to the large number of recruitment exercises that Christ Church administers we are unable to provide feedback to non-shortlisted applicants.

Equality of opportunity

Christ Church is committed to equality of opportunity. It is our policy and practice that entry into employment and progression within employment will be determined only by criteria which are related to the duties of a particular post and the relevant salary scale. No applicant or member of staff will be treated less favourably than another because of their age, disability, ethnicity, marital or civil partnership status, parental status, religion or belief, sex, or sexual orientation.



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Offer of employment

Applications for this post will be considered by a selection committee. The selection committee is responsible for conducting all aspects of the recruitment and selection process; it does not, however, have the authority to make the final decision as to who should be appointed. The final decision will be made by the Governing Body of Christ Church based on a recommendation made by the selection committee. No offer of appointment will be valid, therefore, until and unless the recommendation has been approved by the Governing Body, and a formal contractual offer has been made. Appointments will be made for an initial probationary period of 2 years, followed by a review.