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| Job title | Career Development Fellow in West African History |
| Division | Humanities |
| Department and Location | Faculty of History, George Street, Oxford, OX1 2RL |
| College | This post is in association with Oriel College |
| Grade and salary | Grade 7 1-3: £ 36,024 - £38,205 per annum (pro-rata for part time appointments) |
| Hours | Full time |
| Contract type | Fixed-term for 3 years (limited by external funding) |
| Start Date | 01/09/2024 |
| Application Deadline | Noon on Friday 21 st June 2024 |
| Vacancy reference | 173103 |

The role

We are seeking a talented and enthusiastic Career Development Fellow in African History to join our thriving academic community. This is an exciting opportunity to gain valuable teaching experience, develop your own research profile, and benefit from the mentoring and training available to our staff. The successful applicant will have research interests in pre-1800 West Africa, particularly in African societies during the era of the Atlantic Slave Trade in the seventeenth and eighteenth centuries, and some experience in teaching African History more broadly. You will have the ability to inspire and enthuse students at all levels, and a willingness to participate in the administrative and research activities of the Faculty of History.

The position is full-time and will be held for three years (subject to the completion of a probationary period of one year), tenable from 1 September 2024. The purpose of post is specifically to provide a time-limited period of career development for those embarking on an academic career, and to promote equality of opportunity by helping create a more diverse pool of potential candidates for future academic posts at Oxford and elsewhere. As a result, there is currently no expectation that the post will be extended beyond the advertised period of three years.

The Fellow will be a member of Oriel College.

African History at Oxford



The Faculty of History is one of the main centres for the teaching and research of African History at Oxford. You will be invited to a wide variety of research seminars, and you will have access to the University's world-renowned libraries including the History Faculty Library, which is housed in the Radcliffe Camera. You can also utilise the extensive collections of the Ashmolean and Pitt Rivers Museums in your teaching and research. You will also be part of the Faculty's Centre for Global History.

African History is currently included in the MSt in Global and Imperial History and is the focus of several MSt Option Papers. It is also included in a variety of History undergraduate courses, most importantly 'European and World History 11: Imperial and Global History 1750-1930', and the second-year Further Subject, 'Transformations and Transitions in African History since c.1800'. The successful applicant will be expected to contribute to the expansion of the Faculty's provision of African History by developing new courses focusing on pre-1800 West Africa.

Queries about the post should be addressed to Richard Reid, Professor of African History:

richard.reid@history.ox.ac.uk. All practical and procedural queries should be sent to our recruitments team: recruitments@history.ox.ac.uk. All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Responsibilities

- Teach a number of weekly tutorials, and classes as required, for undergraduate courses dealing with aspects of African History, in particular 'Transformations and Transitions in African History since c.1800', and 'European and World History 11: Imperial and Global History 1750-1930';
- Deliver lectures in the lecture series for the relevant courses, as required, including 'Transformations and Transitions in African History since c.1800', and 'European and World History 11: Imperial and Global History 1750-1930';
- Teach a number of weekly small-group classes for the core courses of the MSt in Global and Imperial History ('Concepts and Themes') and the DPhil in Global and Imperial History ('Training Seminar');
- Work with current postholders Prof Richard Reid and Dr Michael Odijie to expand the undergraduate and graduate provision in African History, for example by developing an MSt Option Paper and a Further or Special Subject;
- Produce a three-year research plan which is to be completed by the end of the three-year fixed term of the post;
- Supervise undergraduate and Masters student coursework and dissertations, assess essays, and undertake examining;
- Act as a first point of contact for student matters relating to attendance, conduct, coursework, performance, and welfare (referring matters as appropriate to others);
- Undertake advanced academic study to underpin lectures and class teaching;
- Participate in seminars, workshops and conferences organised by the Faculty of History;
- Promote awareness of African History within and beyond academia, using innovative methods and collaborating with relevant organisations (such as museums, media outlets, and schools);

- Participate in the administration of the subject group both in term and in the vacation by attending and contributing to meetings;
- Engage positively and proactively with the academic community in both the Faculty and across the wider collegiate University.

Selection criteria

Applications will be judged only against the criteria which are set out below. You should make sure that your application shows very clearly how closely your skills and experience meet these criteria. We are committed to fairness, consistency and transparency in selection decisions. Chairs of selection committees will be aware of the principles of equality of opportunity and fair selection and there will be both female and male members of the selection committee. Selection committees will explicitly take into account any career breaks or other factors, such as part-time working or disability, which may have had an impact on the quantity of candidates' publications.

Essential selection criteria

- A completed doctorate in history, or evidence that a doctorate is close to completion¹, with specialisation in pre-1800 West African History, with a particular focus on West African societies during the era of the Atlantic Slave Trade; candidates with a different disciplinary background (in Politics, Sociology, Political Economy, International Relations, Anthropology) may be considered if they can also demonstrate an interest and commitment to teach and undertake research on the history of pre-1800 West Africa, and an understanding of historical methods;
- Evidence of world-class current and future research plans; with a clear plan of research to be conducted during the three years of the post;
- Sufficient depth and breadth of knowledge in the subject to develop course materials and research proposals;
- Ability and experience or potential to teach undergraduate and graduate students of high calibre, to carry out student assessment, and to contribute to the design and delivery of degree programmes with particular attention to African, Global and Imperial History;
- Good oral communication skills; evidence of communication, interpersonal, time management and organisational skills necessary to participate in University and College affairs;
- An informed interest in the full range of academic duties of the post and in progressing to an academic post, whether at Oxford or elsewhere;
- Evidence of commitment to their own professional development;
- Evidence of successfully working as part of a team.

¹ e.g., candidates who have submitted their dissertation will be considered, subject to successful examination

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. If you have previously worked for the University we will also verify key information such as your dates of employment and reason for leaving your previous role with the department/unit where you worked. 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.

Please read the candidate notes on the University's pre-employment screening procedures at:

<https://www.jobs.ox.ac.uk/pre-employment-checks>

About the University of Oxford

Welcome to the University of Oxford. We aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their best work. Recognising that diversity is our strength, vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual's unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities and we rank first in the UK for university spin-outs, and in recent years we have spun out 15-20 new companies every year. We are also recognised as leaders in support for social enterprise.

Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

For more information, please visit www.ox.ac.uk/about/organisation.

The Faculty of History

The Faculty of History in Oxford is the largest in the United Kingdom and one of the largest in the world. It has a very strong international reputation for its scholarship and its teaching of undergraduate and graduate students, with particular strengths in the history of the British Isles, continental Europe, imperial and global history, the United States, economic and social history, intellectual history and the history of science, medicine and technology. Within the Faculty there is also a department for the History of Art and a number of dedicated research centres.

The Faculty of History provides a robust and supportive framework for research, including:

- Financial support for research travel, research assistance, and editorial help
- Mentoring, including discussion of research plans and progress
- Internal and interdisciplinary collaborations, through research centres
- Assistance in the formulation of research plans and funding bids

The Faculty enables all its postholders, including departmental lecturers, to request up to £800 per year for research expenses, and makes additional funds available for organising conferences in Oxford. In addition, to assist newly-appointed postholders in the development and publication of their research, Faculty funds are available for early career and established colleagues to hold a workshop at which colleagues can discuss drafts of their next monograph.

The Faculty is located in the Old Boys' High School, George Street. This is a very central location, less than 10 minutes' walk from the rail station, and very close to bus station, shops and other University locations. The premises house a community of around 20 administrative staff and up to 30 other users, comprising doctoral students, researchers, and academics and professors. The building is also used for teaching and seminars.

More information about the Faculty can be found at: www.history.ox.ac.uk.

The Faculty holds a bronze Athena Swan award to recognise advancement of gender equality: representation, progression and success for all.

The Humanities Division

The Humanities Division is one of four academic divisions in the University of Oxford, bringing together the faculties of Classics; English; History; Linguistics, Philology and Phonetics; Medieval and Modern Languages; Music; Asian and Middle Eastern Studies; Philosophy; and Theology and Religion, as well as the Ruskin School of Art. The Division has more than 500 members of academic staff, approximately 4,100 undergraduates (more than a third of the total undergraduate population of the University), 1,000 postgraduate research students and 720 students on postgraduate taught courses.

The Division offers world-class teaching and research, backed by the superb resources of the University's libraries and museums, including the famous Bodleian Libraries, with their 11 million volumes and priceless early book and manuscript collections, and the Ashmolean Museum of Art and Archaeology. Such historic resources are linked to innovative agendas in research and teaching, with an increasing emphasis on interdisciplinary study. Our faculties are among the largest in the world, enabling Oxford to offer an education in Arts and Humanities unparalleled in its range of subjects, from music and fine art to ancient and modern languages.

For more information please visit: www.humanities.ox.ac.uk.

How to apply

Applications are made through our online recruitment portal. Information about how to apply is available on our Jobs website <https://www.jobs.ox.ac.uk/how-to-apply>.

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

As part of your application you will be asked to provide details of two referees and indicate whether we can contact them now.

You will be asked to upload a CV and a supporting statement. The supporting statement must explain how you meet each of the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants)

Please upload all documents **as PDF files** with your name and the document type in the filename.

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

Information for priority candidates

A priority candidate is a University employee who is seeking redeployment because they have 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 department(s).

If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments).

If you need help

Application FAQs, including technical troubleshooting advice is available at:
<https://staff.web.ox.ac.uk/recruitment-support-faqs>

Non-technical questions about this job should be addressed to the recruiting department directly
recruitment.support@admin.ox.ac.uk.

To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

Please note that you will receive an automated email from our online recruitment portal 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 the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at: <https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>. The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

The University's policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for very senior research posts at **grade RSIV/D35 and clinical equivalents E62 and E82** of 30 September before the 70th birthday. The justification for this is explained at: <https://hr.admin.ox.ac.uk/the-ejra>.

For **existing** employees on these grades, any employment beyond the retirement age is subject to approval through the procedures: <https://hr.admin.ox.ac.uk/the-ejra>.

There is no normal or fixed age at which staff in posts at other grades have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

Equality of opportunity

Entry into employment with the University 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. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

Benefits of working at the University

Employee benefits

University employees enjoy 38 days' paid holiday, generous pension schemes, travel discounts, and a variety of professional development opportunities. Our range of other employee benefits and discounts also includes free entry to the Botanic Gardens and University colleges, and discounts at University museums. See <https://hr.admin.ox.ac.uk/staff-benefits>

University Club and sports facilities

Membership of the University Club is free for all University staff. The University Club offers social, sporting, and hospitality facilities. Staff can also use the University Sports Centre on Iffley Road at discounted rates, including a fitness centre, powerlifting room, and swimming pool. See www.club.ox.ac.uk and <https://www.sport.ox.ac.uk/>.

Information for staff new to Oxford

If you are relocating to Oxfordshire from overseas or elsewhere in the UK, the University's Welcome Service website includes practical information about settling in the area, including advice on relocation, accommodation, and local schools. See <https://welcome.ox.ac.uk/>

There is also a visa loan scheme to cover the costs of UK visa applications for staff and their dependants. See <https://staffimmigration.admin.ox.ac.uk/visa-loan-scheme>

Family-friendly benefits

With one of the most generous family leave schemes in the Higher Education sector, and a range of flexible working options, Oxford aims to be a family-friendly employer. We also subscribe to the Work+Family Space, a service that provides practical advice and support for employees who have caring responsibilities. The service offers a free telephone advice line, and the ability to book emergency back-up care for children, adult dependents and elderly relatives. See <https://hr.admin.ox.ac.uk/my-family-care>

The University has excellent childcare services, including five University nurseries as well as University-supported places at many other private nurseries.

For full details, including how to apply and the costs, see <https://childcare.admin.ox.ac.uk/>

Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. For further details, including information about how to make contact, in confidence, with the University's Staff Disability Advisor, see <https://edu.admin.ox.ac.uk/disability-support>

Staff networks

The University has a number of staff networks including the Oxford Research Staff Society, BME staff network, LGBT+ staff network and a disabled staff network. You can find more information at <https://edu.admin.ox.ac.uk/networks>

The University of Oxford Newcomers' Club

The University of Oxford Newcomers' Club is an organisation run by volunteers that aims to assist the partners of new staff settle into Oxford, and provides them with an opportunity to meet people and make connections in the local area. See www.newcomers.ox.ac.uk.

Oxford Research Staff Society (OxRSS)

A society run by and for Oxford University research staff. It offers researchers a range of social and professional networking opportunities. Membership is free, and all researchers employed by Oxford University are welcome to join. Subscribe at researchstaff-subscribe@maillist.ox.ac.uk to join the mailing list to find out about upcoming events and other information for researchers, or contact the committee on committee@oxrss.ox.ac.uk. For more information, see www.ox.ac.uk/oxrss, Twitter @ResStaffOxford, and Facebook www.facebook.com/oxrss.