

Summary

Job title	Departmental Lecturer in 20 th Century US History
Division	Humanities
Department	Faculty of History
College Association	This post is offered in association with St Anne's College
Location	Faculty of History, George Street, OX1 2RL and from the date the Humanities department moves to its new premises, The Stephen A Schwarzman Centre for the Humanities in the Radcliffe Observatory Quarter, Oxford https://www.schwarzmancentre.ox.ac.uk and St Anne's College, 56 Woodstock Rd, Oxford OX2 6HS
Grade and salary	Grade 7 point 1-3: £38,674 to £40,855 per annum (inclusive of Oxford University Weighting of £1,500)
Start date	1st October 2025
Hours	Full time (37.5 hours per week)
Contract type	Fixed-term for 12 months (limited by external funding)
Method of Application	Electronic (see 'How to Apply' below)
Application deadline	Midday on Monday 28 th July 2025
Number of referees required	Two references (please note that reference letters will only be requested at the shortlisting stage)
Vacancy reference	180889
Recruitment contact	recruitments@history.ox.ac.uk



The role

Applications are invited for a one-year, fixed-term Departmental Lectureship (DL) in 20th Century US History, tenable from 1 October 2025. The appointment will fulfil teaching needs arising in the Faculty and the College whilst the substantive postholder is on secondment, and is not renewable. Applications are invited from scholars with active research and teaching interests in 20th Century US history.

The person appointed to the position will be expected to engage in advanced study or research in American History, and to give high-quality tutorials, classes, lectures, and supervision in History at both undergraduate and graduate level, in both the Faculty and the College, including the teaching of the second-year Further Subject “America’s Hidden Empire. US Soft Power and Influence during the Early Cold War”.

The appointee will be assigned a mentor, who will be a senior member of the History Faculty. In addition, the History Faculty provides support for early career researchers, including assistance in the preparation and submission of grant and fellowship applications through the Faculty Research Co-ordinator and Research Development Officer.

The appointee will report to the Chair of the Faculty of History for Faculty duties, and refer to the Senior Tutor of St Anne’s College for College duties.

Responsibilities/duties

General duties

1. Engage positively and proactively with the academic community in the Faculty and the College
2. Engage in outreach activities as required
3. First contact for student matters relating to attendance, conduct, coursework, performance, and welfare (referring matters to appropriate others)

Teaching, supervision and course administration

4. Lecture, tutor, and supervise undergraduate and postgraduate students in American History. Act as convenor of the MSt strand in US History, including teaching on the MSt core course “Sources and Historiography” and the offering of an MSt Option Paper
5. Produce lectures, course materials and reading lists
6. Co-convene with other postholders the American History Graduate Seminar
7. Supervise undergraduate and graduate theses as necessary
8. Mark undergraduate essays and collections exams and take part in University examining for undergraduates and graduates as and when requested to do so
9. Gather and analyse feedback from students, colleagues, and examiners, and modify course design, content, or delivery as appropriate

Research

10. Undertake advanced academic study and research in American History to underpin lectures and class teaching, and to participate in the Faculty’s research-related activities
11. Write research articles for peer-reviewed journals, book chapters, and reviews, and to disseminate research findings at conferences

College duties

12. Provide six weighted¹ hours of undergraduate tutorial or small class teaching per week during the eight weeks of each term, contributing to the teaching of Disciplines and Approaches and providing tutorial teaching on Modern American History and third-year dissertation supervision
13. Contribute to the general oversight of history teaching within St Anne's College, liaising with other History tutors in the College, and with tutors in joint subjects with History including Economics, Politics, and Modern Languages
14. Provide pastoral care for undergraduate students including acting as Personal Tutor if required
15. Set and mark Collections (internal College exams) to deadlines set by the College, including the return of exam scripts to students by the 2nd week of each term
16. Write end of term reports on the performance of your undergraduates using the web-based system (TMS)
17. Participate in the annual undergraduate admissions exercise for History if required
18. Act as Graduate Adviser to graduate students in the College studying History, if required.
19. Any further related duties, as directed by the Senior Tutor of St Anne's College.

Practical Information

For an informal discussion about this opportunity, please contact Professor Uta Balbier, Professor of Modern History uta.balbier@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.

We are aiming to interview for the post online in mid-August.

¹ ¹ A weighted tutorial hour is one for one contact hour with a single student; 1.25 for a contact hour with a pair of students, and so-on. Further details can be provided upon request.

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 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.

Qualifications and experience	
Essential	A completed doctorate in a relevant field, or evidence that a doctorate is close to completion, e.g., candidates who have submitted their dissertation will be considered, subject to successful examination.
Teaching and research	
Essential	An aptitude for teaching, the ability to inspire and enthuse students and a record of successful teaching 20 th Century United States History
Essential	The ability to take on administrative responsibilities such as coordinating an undergraduate cohort or core undergraduate course.
Essential	A publication record commensurate with career stage, and familiarity with the existing literature and research in the field of appointment.
Desirable	Experience of pastoral care of undergraduate students.
Personal effectiveness	
Essential	Outstanding communication and interpersonal skills.
Essential	Professionalism as a colleague and a proven track record of working with others.
Technical skills	
Essential	Computer literacy and ICT competence, including the ability to engage with bespoke University and College software.

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.

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.

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 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; Oriental 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.

St Anne's College

There are 36 self-governing and independent colleges at Oxford, three societies, and four permanent private halls, giving academic staff and students the benefits of belonging to a small, interdisciplinary community as well as to a large, internationally-renowned institution. The collegiate system fosters a strong sense of community, bringing together leading academics and students across subjects, and from different cultures and countries.

St Anne's is a modern College with the ambition to be a diverse and inclusive community contributing to the University's vision to lead the world in education and research. Its values are to be: forward looking and outward facing; diverse and multidisciplinary; ambitious and down-to-earth; independent and collaborative, and rigorous and supportive. It is one of the largest Colleges in the University. Known for the diversity of its student body, it is an energetic and friendly community of some 825 students plus tutors and staff. Helen King (PPE, 1983) became the College's Principal in April 2017.

St Anne's has a radical tradition. It can trace its origins back to 1879 and the formation of the 'Association for the Education of Women in Oxford'. It became a college in 1952 and first admitted men in 1979. The College has always set its face outwards towards the world, driven by its commitment to making the opportunities of an Oxford education accessible to those of academic potential who otherwise might not envisage themselves in Oxford. The College has about 455 undergraduate students, 35 visiting, recognised and other students, and a graduate community of around 330 (taught and research). It also has a large and committed alumnae base.

St Anne's Tutorial Fellows are supported in their teaching by a team of college and departmental lecturers and the College is also home to a group of Research Fellows and Associates who contribute to the academic life of the College. A support staff of over 90 provides administrative, library, maintenance, IT, accommodation and catering services. The College has an on-site children's nursery with preference for places being given to the children of College staff.

Research and teaching are supported by the College Library which holds one of the largest lending collections of all the Oxford colleges with around 100,000 volumes. The Library has strong interdisciplinary collections, is open 24/7, and offers generous borrowing amounts and loan periods. Library staff actively encourage suggestions for purchase and over recent years have added a number of titles requested by tutors across all disciplines. As well as the lending collection, the Library has a small but interesting collection of rare books and it supports Fellows, JRFs and lecturers who want to use these for their own research or with their students in classes held in the reading rooms.

St Anne's has a large, international community of researchers. The collegiate nature of the University of Oxford provides a unique forum for collaborative working and interdisciplinary research. St Anne's is committed to developing this potential and to encouraging dialogue at all stages of academic life. Research activities at St Anne's are supported by a programme of workshops, seminars and lectures that bring together research fellows, lecturers and teaching fellows, and give graduate students the chance to share their research. As well as the Centre for Personalised Medicine, the College hosts the Oxford Comparative Criticism and Translation project. The College website provides more information on these initiatives: www.st-annes.ox.ac.uk/about/research-and-initiatives.

History at St Anne's College

History is a strong and large subject at St Anne's and is offered sole, and as part of joint honours degrees with Politics and with Economics. A BA in Ancient and Modern History is also offered. Students in History or in combination with Politics or Economics number about 10 per year (around six sole and four joint). There are also students reading for History and Modern Languages, who number around four at any one time. At graduate level, St Anne's offers places to around 15 students at any one time, reading for DPhils, MPhils, MLitts and MScs. Visiting students number around six a year. We also sometimes have PGCE students whose subject is History. The opening in 2025 of the Schwartzman Centre, across the road from the College, which will bring together humanities faculties and institutes across the University, will make the study of History at St Anne's even more attractive.

For more information please visit: www.st-annes.ox.ac.uk

How to apply

Applications are made through our e-recruitment system and you will find all the information you need about how to apply 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

Help and support is available from: <https://hrsystems.admin.ox.ac.uk/recruitment-support>

If you require any further assistance please email 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 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 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 all academic posts and some academic-related posts. The University has adopted an EJRA of 30 September before the 69th birthday for all academic and academic-related staff in posts at **grade 8 and above**. The justification for this is explained at: <https://hr.admin.ox.ac.uk/the-ejra>

For **existing** employees, 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 **grades 1–7** 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 dependents. 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.