



Stipendiary Lecturer in Medical Sciences Further particulars

Location	The Queen's College, University of Oxford
Grade and salary	£8,284 to £9,154
Hours	3 weighted hours per week
Contract type	Fixed-term for 5 years
Reporting to	The Senior Tutor

The role

The Queen's College seeks to appoint a three-hour Stipendiary Lecturer in Medical Sciences for five years from 1st September 2025. The successful candidate will be responsible for providing three weighted hours (about which more below) of undergraduate tuition for students of Biomedical Sciences and Pre-clinical Medicine at the College per week averaged over the course of three eight-week terms each year.

The College is committed to fostering equality, diversity and inclusiveness. We particularly encourage applications from women, disabled people and people from Black, Asian and minority ethnic backgrounds, as these groups are currently under-represented in the College's academic staff.

The successful candidate will be expected to teach the following papers:

- Biochemistry and Medical Genetics (Year 1 Pre-clinical Medicine)
- Cells, Molecules and Genes (Year 1 Biomedical Sciences)
- Final Honours School of Medical Sciences / Biomedical Sciences (Year 3)

Further detail regarding the content of these papers is available on request.

Weighted hours are calculated from contact hours according to the number of pupils in tutorials and classes, as the sum of one hour for a single pupil and one-quarter of an hour for each additional pupil up to a maximum of five (i.e. according to the formula $1 + 0.25(n-1)$, where n is the number of pupils in the tutorial or class up to a maximum of five). If a group size of three is taken as the average, then on average three weighted hours equates to two contact hours.

Responsibilities

- To provide three weighted hours of teaching in Medical Sciences as specified above averaged across three eight-week terms each year; or, should the hours required by the College be less, for other colleges, either under an exchange arrangement or in return for tuition fees to be remitted to the College.
- As part of the three weighted hours of teaching, to teach revision classes towards the end of the year in advance of the public examinations;

- To be involved in setting and marking college exams ('Collections') at the start of each term and be responsible for report-writing at the end of each term;
- To work with Fellows and other lecturers at the College in organising the teaching for Medical Sciences students and arranging such external teaching as is necessary;
- To support the academic oversight of students reading Medical Sciences at The College, including the provision of advice and guidance to students relating to attendance, conduct, coursework, performance and welfare, in all cases referring matters to others as appropriate;
- To co-operate in the administrative work of the College as required, including in the annual undergraduate admissions exercise and interviews.

Selection Criteria

The candidate should (as appropriate) possess or manifest:

1. A doctorate in the Medical Sciences or be a current doctoral student in the Medical Sciences;
2. The ability to teach undergraduate students across a range of topics in Pre-Clinical Medicine and Biomedical Sciences (including those specified) at the highest level, whether through tutorials or classes;
3. The interpersonal skills required for, and a willingness to undertake, the pastoral care of undergraduate students;

Applications will be judged only against these criteria. Applicants should make sure that their application shows very clearly how they believe that their skills and experience meet these criteria.

Salary and Entitlements

The postholder will receive a salary on the recommended scale for a three-hour Stipendiary Lecturer, currently £8,284 to £9,154 per annum. They will be entitled to lunch and dine in College free of charge three times per week during Weeks 0-9 (not including weekends and with other limited exceptions). The lecturer can also apply for an allowance for teaching materials of up to £576 per annum.

Where appropriate, the lecturer will be entitled to join the Universities Superannuation Scheme.

Candidates will need to demonstrate that they possess the right to work in the UK since the salary and terms of the role will not meet the threshold to support a Skilled Worker visa.

How to Apply

Applicants are invited to apply online via www.queens.ox.ac.uk/vacancies. Please upload the following documents as PDFs to the online portal when submitting your application:

1. C.V.
2. Covering letter, which should speak specifically to the candidate's ability to fulfill the requisite teaching obligation.

Applicants are also asked to arrange for two letters of recommendation to be sent by their referees to the Fellowship and Tutorial Administrator (academic.recruitment@queens.ox.ac.uk).

All applications and references must be received no later than **09:00 on Monday 28th April 2025**.

Informal enquiries about eligibility, specific details of application materials, or other aspects of the post not covered in the present document may be made to Prof. Chris Norbury (chris.norbury@queens.ox.ac.uk). Applications will be considered by a selection committee comprising representatives of the College. The selection committee is responsible for conducting all aspects of the recruitment and selection process.

Questions about the application process or application form may be made to academic.recruitment@queens.ox.ac.uk

Interviews

Interviews are expected to be held on or about Monday 12th May 2025.

Pre-employment screening

Please note that the appointment of the successful candidate will be subject to standard pre-employment screening, as applicable to the post. This will include right-to-work, proof of identity and references. We advise all applicants to read the candidate notes on the University's pre-employment screening procedures, found at:

www.ox.ac.uk/about/jobs/preemploymentscreening/

The Queen's College

Queen's, founded in 1341, is one of the oldest Colleges in the University of Oxford and represents most aspects of the University community and its scientific and scholarly work. There are approximately 45 Fellows, about 160 graduate students and about 330 undergraduates.

Medical Sciences is represented in the College by Prof. Chris Norbury, Kingsland Fellow in Medical Sciences, Prof. Paolo Tammaro, Fellow in Pharmacology and Michel Fellow, Prof. Chris O'Callaghan, Fellow in Medicine, Prof. Emma Slack, Barclay Williams Professor for Molecular Mucosal Immunology, Prof. Simon Leedham, Professor of Molecular and Population Genetics, Prof. Peter Robbins, Fellow in Medicine, Dr Dearbhla Kelly, Extraordinary Junior Research Fellow in Pathology, Dr Rumaith Al Hosni, Extraordinary Junior Research Fellow in Physiology, and Dr Junqing Xie, Extraordinary Junior Research Fellow in Clinical Sciences. Teaching in the medical sciences is also provided by a number of College Lecturers and Clinical Tutors including Dr Rajat Chowdhury, Stipendiary Lecturer in Medical Sciences, Dr David Menassa, Stipendiary Lecturer in Neuro-Physiology and Neuroscience, Dr George Milner, Non-Stipendiary Lecturer in Medical Sciences, Dr Callum Harris, Dr Ann Ogbemudia, and Dr Daisy Whitehouse, Assistant Clinical Tutors, and Dr Sarah Millette, Clinical Tutor.

The College normally admits six undergraduate students per year to read Pre-clinical Medicine and two to read Biomedical Sciences. The College Fellows also admit and supervise a number of postgraduate students and students on the Clinical Medicine course.

For more information about the College please visit www.queens.ox.ac.uk.

Diversity and Equal Opportunity

The Queen's College embraces diversity and equal opportunity. Applications are particularly welcome from women, disabled people, and people from Black, Asian, and minority ethnic backgrounds, as these groups are currently under-represented in academic posts in Oxford. The more inclusive we are, the better our work will be. For more information, visit www.queens.ox.ac.uk/equality-information.

The College invites all applicants to familiarise themselves with its equal opportunities policy, also available on its Equality Information page: www.queens.ox.ac.uk/equality-information.

The College also shares the university's commitment 'to fostering an inclusive culture which promotes equality, values diversity and maintains a working, learning and social environment in which the rights

and dignity of all its staff and students are respected.’ The university’s full policy is available at: www.admin.ox.ac.uk/equality-policy.

We are committed to the principles of equal opportunities and respect for individuals in creating and maintaining an inclusive environment that represents a variety of backgrounds, perspectives, and skills. We value and celebrate diversity and feel that is critical to achieving our strategic aims and long-term success. We work to recruit employees and admit students from a wide range of backgrounds and promote an inclusive culture in which:

- everyone feels that they are valued and can work to achieve their potential;
- opportunities are open to everyone, and decisions are based on merit and are free from bias; and
- all of our current and prospective students, staff, and visitors are treated fairly and with dignity and respect, and do not face discrimination.

All College meetings include consideration of its duties under the Equality Act 2010 as they pertain to the meeting’s actions and decisions. In formal and informal settings alike, the College endeavours to make decisions that afford equal opportunities to, and foster good relationships between, different groups of people. This commitment, supported by data and routinely monitored, extends to all aspects of our activities: in our outreach activities, in admissions, and in financial support, for undergraduates and postgraduates alike; in the procedures related to hiring and retaining academic and non-academic staff members of the highest calibre; in student support; and in all aspects of fostering an inclusive community in which everyone feels respected, valued, and heard.

March 2025