



EARLY CAREER FELLOWSHIP IN LAW

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| Job title | Early Career Fellowship in Law |
| Location | Balliol College, Oxford, OX1 3BJ |
| Salary | Non-stipendiary with benefits (including housing allowance of £8,790 p.a. or single college accommodation subject to availability and benefit-in-kind charge; research allowance of £1,005 p.a.) |
| Contract type | Fixed term for three years |
| Main duties & responsibilities | Independent academic research in private law; a limited amount of paid undergraduate teaching and related activity |
| Skills & experience required | Academic qualifications and research experience |
| Additional information | This position is subject to a 12-month probationary period |

The College proposes to elect an outstanding early career academic who is undertaking funded research in private law, to commence in 2023.

The Early Career Fellowship is a non-stipendiary three-year fixed-term position, and the successful applicant should normally - at the time of taking up the post - be in possession of a doctorate. Applicants should also be able to demonstrate that they will have funding in place, as well as a position in the University of Oxford or other local research institution, for the duration of the Fellowship (up to three and, usually, not less than two, years). Candidates should not normally have completed a PhD or equivalent earlier than 1 October 2017 (with the exception of career breaks, e.g. for parental leave), and the College especially encourages applications from those who have not yet had a comparable college-linked position. No applicant who has been appointed to a permanent academic post in an institution of higher education at any time in their career will be eligible.

The Fellowship is a non-governing body position, that is, the post-holder will not be a Trustee of the College. No offer of appointment is confirmed until the

recommendation of the appointment committee has been approved by the Governing Body of the College.

The main duty of the Fellow will be to undertake research. A limited amount of paid undergraduate teaching, and of teaching-related work, is required: for further details see the Appendix. Participation in the academic, cultural and social life of the College is strongly encouraged.

Main duties and responsibilities

Independent research in private law.

Preparation and submission of an annual research report to Balliol College Meeting.

2 hours' teaching to Balliol undergraduates per week in full term (i.e. 2 contact hours per week on average, the distribution of which may vary across the three 8-week terms of the academic year).

Oversight of selected Balliol undergraduates, including pastoral care, and termly reports with Law students.

Participation in the annual undergraduate admissions exercise.

Acting as College Adviser to selected Balliol graduate students.

(The job description and remuneration applicable to the paid work attaching to the Early Career Fellowship are found below.)

Skills and experience

A strong first degree in Law.

A doctorate (either already, or close to being, obtained) in Law.

A high level of academic achievement, appropriate to the stage of the candidate's career, with evidence of, and potential for, producing distinguished research in the field of expertise.

Selection Criteria

Possession of an exciting and viable plan for future research in the eligible discipline.

Capacity for unique research impact, and for leadership in the eligible discipline.

Excellent interpersonal skills necessary for undertaking tutorial teaching and the pastoral care of students.

Willingness to contribute to a collegiate community.

Benefits

- A housing allowance of £8,790 p.a., pro-rated, or single College accommodation (rent-free, subject to availability and to a benefit-in-kind charge the level of which depends on the accommodation occupied - for further details please enquire).
- An academic support allowance, currently £1,005 p.a., pro-rated for part-years, for expenses connected with research.
- Membership of the Senior Common Room (for which a small termly charge is made).
- Free meals when the College kitchen is open (noting that drinks and formal dessert, if taken, are charged for and that, while most dietary requirements can be accommodated, the College is not able to guarantee this in every case).
- An annual Entertainment Allowance for events involving students of the College.
- Access to bookable teaching rooms in College.
- Access to bookable function rooms in College, as well as facilities such as overnight accommodation for academic visitors.
- Eligibility to apply for place(s) for pre-school children at [Balliol Day Nursery](#) (details below).
- Eligibility to apply for maternity, paternity, or shared parental leave from the College, subject to alignment with the policies of the post-holder's employer.
- Discount on purchases at Blackwell's Bookshop.
- Interest-free loan for purchase of computer equipment.
- Access to postal, printing and photocopying facilities.
- Access to 24/7 borrowing Library and to Special Collections Centre for early printed books and manuscripts.

Equal Opportunities

The policy and practice of Balliol College require that entry into an appointment with the College and progression within it 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 and/or benefits structure. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her sex, marital status, racial group, disability, or sexual orientation. In all cases, ability to perform the job will be the primary consideration.

Where suitably qualified individuals are available, selection committees will contain at least one member of each sex.

The College conforms to the University policy over maternity leave. Women may choose between two schemes offering combinations of maternity leave on full and

half pay; both schemes also offer a period of unpaid leave. Arrangements are available for women to return to work on a phased or part-time basis after the birth of their child. Arrangements are also available for paternity leave and shared parental leave.

Data Privacy

All data supplied by applicants will be used only for the purposes of determining their suitability for the post and any personal data submitted will be processed in accordance with the GDPR and related UK data protection legislation.

Right to Work

Any offer of appointment will be subject to the provision of an original document which indicates the holder's right to work in the UK. Applicants who would need a work visa in order to take up employment in the UK are asked to note that Balliol College will not be capable of sponsoring their application for a visa on the basis of this non-stipendiary Early Career Fellowship position.

Further information is available at: <https://www.gov.uk/tier-2-general>.

How to Apply

The deadline for applications is 12 noon on Friday 8 December 2023. Applications, in the form of a covering letter, CV and research proposal (up to two pages), together with a letter of support from the office of the Dean of the Oxford Law Faculty, should be sent by email to the [College Office](mailto:college.office@balliol.ox.ac.uk) college.office@balliol.ox.ac.uk. Applicants should specify their source of funding for the duration of the Fellowship, and the names and contact details of two referees who can be contacted at shortlisting stage as required. Applicants should also complete an [Equal Opportunities Monitoring Form](#). Short-listed candidates may be asked to submit written work.

Applicants are requested to express a preference (if any) for their teaching (as described in the Appendix).

Applications are particularly welcome from women and black and minority ethnic candidates, who are under-represented in academic posts in Oxford.

Balliol College is an equal opportunities employer.

APPENDIX

Job Description for Teaching and Related Activity

A separate contract of employment will be issued for this work. It is a condition of accepting the non-stipendiary Early Career Fellowship that the teaching duties are fulfilled.

1. Law/Jurisprudence at Balliol

There are two Tutorial Fellows in Law, Associate Professors [Grant Lamond](#) and [Hasan Dindjer](#), and the Professor of Philosophy of Law, [David Enoch](#). The College also regularly appoints [Lecturers](#) in Law.

Balliol typically admits six undergraduate students per year to read Jurisprudence and Law with Law Studies in Europe. Further information is found on the College [course page](#).

2. Duties and Responsibilities

There is a 2-hour per week teaching stint; i.e., averaged over the three 8-week terms of the academic year, the teaching contact time will be 2 hours per week.

2.1 Tutorial teaching

The ECF will be expected to teach one, or preferably two, of Roman Law, Tort Law, and Contract Law.

2.2 In addition, general teaching and examining duties:

- (a) Set and mark 'collections' (college examinations) at the start of each term.
- (b) Hold a collection class to go through the collection paper, if necessary.
- (c) Lead revision tutorials or classes, as necessary in Trinity term as preparation for public examinations.
- (d) Hold end-of-term report meetings with Balliol Law undergraduates.

2.3 Admissions duties

The ECF will be expected to help in the selection of undergraduate students at the end of Michaelmas term (i.e., selecting candidates via UCAS forms and interviews), undertaking mandatory training as necessary.

2.4 Subject administration and oversight

The ECF will share responsibility for undergraduate students in Law, attending termly meetings of Tutorial Board and when necessary meetings on individual student cases, and acting as a (non-teaching) adviser to some of the Balliol graduate students in Law.

Further information about the undergraduate Law course is available on the [admissions page](#) and [Faculty website](#).

3. Remuneration

The teaching contract will be paid at Stipendiary Lecturership rates, currently £5,081 p.a.