

## JOB DESCRIPTION

<b>Job title</b>	STIPENDIARY LECTURER(2 HOURS) AND ACTING ORGANISING TUTOR MUSIC
<b>Department</b>	Music
<b>Location</b>	Oriel College, Oriel Square, Oxford OX1 4EW
<b>Salary</b>	£6,223 plus a main organising tutor allowance of £4,653, and a research allowance of £329 per annum (subject to uplift), SCR membership, a meal allowance and use of a shared office space.
<b>Hours of work</b>	2 Hours per week
<b>Contract type</b>	Fixed-term from 1 October 2026 to 30 September 2027

## Overview of the role

Oriel College seeks to appoint a Stipendiary Lecturer in Music for 12 months from 1<sup>st</sup> October 2026 to end of September 2027. The Lecturer will also act as Organising Tutor for undergraduate Music in college and college supervisor to graduate students in Music. Candidates should be appropriately qualified for the teaching required and be equipped to undertake tutorial teaching and associated duties.

## Responsibilities

To act as a College Lecturer in Music with a stint of 2 hours per week:

- a. To undertake teaching for an average of 2 contact hours per week during term time to undergraduates at Oriel College, or to students at other colleges in return for payment to be remitted to Oriel. Students should receive appropriate guidance for completing work in advance of tutorials and appropriate written feedback on written work submitted. The Lecturer must be able to offer teaching appropriate to college needs for papers from the syllabuses of Prelims and FHS in Music. Details of the syllabuses can be found at (<https://www.ox.ac.uk/admissions/undergraduate/courses/course-listing/music>).
- b. To set and mark Collections (beginning of term internal College exams) and/or vacation work, as required, and to write end of term Tutorial Reports on TMS.

To act as Organising Tutor to the undergraduates in Music.

- a. Arranging tutorials for undergraduates with suitable tutors as needed for the Prelims and FHS syllabuses.
- b. To provide academic guidance and pastoral care to undergraduate students in Music.
- c. To organise and play a full part in the undergraduate admissions process (weeks 9 and 10 of Michaelmas Term, usually early December), conducting interviews and undertaking the necessary administration. Admissions training will be provided.
- d. To participate (if needed) in College Open Days and other schools liaison or widening participation activities for the College.

## **Selection criteria**

### **Essential:**

- Suitable qualifications for the teaching offered including a completed doctorate.

### **Desirable:**

- Teaching experience
- Administrative experience

## **About Oriel**

Oriel College is the 5<sup>th</sup> oldest Oxford College of the 39 self-governing and independent colleges within the University of Oxford and the oldest Royal Foundation; in 2026 we are celebrating our 700<sup>th</sup> birthday. Described by our students as 'the perfect size', with around 600 students we're slightly smaller than the average Oxford college, and our community is tight knit and friendly. Oriel brings together a world-class academic community of leading academics and researchers with high achieving and motivated students, underpinned by around 120 people working in the professional support teams.

Located right in the middle of Oxford in beautiful buildings, the College has a rich history and has been home to Saint John Henry Newman, Saint Thomas More, Sir Walter Raleigh and two Nobel laureates, amongst many other influential thinkers.

For more information about Oriel College, please visit <https://www.oriel.ox.ac.uk/>

Music is a relatively small subject at Oriel, with about 9 undergraduate and 4 graduate students. Its permanent teaching and research staff include an experienced stipendiary and a non-stipendiary lecturer. Oriel boasts a number of facilities that are advantageous to Music students. There is a dedicated Music Room on the main College site that can be used for music practice and small concerts. The Senior Library usually houses a Steinway B grand piano, which may be used for practice by Music students and others of a suitably advanced level. The Chapel contains a two manual Walker organ dating from 1988. Music students are provided with the use of keyboards in their rooms for all three years of their course.

## **Pre-Employment Screening**

All appointments are subject to proof of the candidate's legal right to work in the UK and receipt of satisfactory references.

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.

## **Data Protection**

Please note that any personal data submitted to the College as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation.

*The College exists to promote excellence in education and research and is actively committed to the principle of equality of opportunity for all suitably qualified candidates.*