



Job Profile

(To be attached to the relevant Grade Profile document)

Core job information			
Job Title	Lecturer in Early Modern Literature (12 month)		
Dept./School/Inst.	School of English and Drama	Section/Centre/Unit	English
Career Family	Academic & Education	Grade	5
Working hours per week	35	Appointment period	Fixed Term (12 month)
Reports to (job title)	Head, School of English and Drama	Current location	Mile End

Job purpose *(Why does the job exist? What is it there to achieve or deliver?)*

To contribute to the delivery of high-quality teaching, scholarship and/or research and administration by:

- Making significant research contributions to the field
- Teaching and the assessment of student achievement
- Contributing to the administration of these and other College activities.

A Lecturer is expected to contribute to the design of new courses or options, to research towards the advancement of the subject, and to show promise of continuing development of a scholar to perform administrative duties allocated to an acceptable standard.

Knowledge, Skills & Experience *(work experience, qualifications, specialist training, key skills, disposition)*

	Requirements	Essential/Desirable
Qualifications	1. Undergraduate degree 2. Doctorate or equivalent	1. Essential 2. Essential
Experience	3. Experience of undergraduate teaching appropriate to the level of appointment 4. Demonstrable experience in research with an appropriate publication record for the level of entry	3. Essential 4. Essential
Knowledge, skills & abilities	5. Evidence of ongoing research activity at a high level 6. Strong background through achievement in one of the core areas of activity in English 7. Appropriate level of skill in use of IT 8. Ability to work independently and to show initiative 9. Ability to prioritise and balance competing demands 10. Responsive to feedback 11. Ability to play a role, both singly and collaboratively, in applying for grant funding for research as appropriate to discipline 12. Presentation of specialist material in a logical, coherent and interesting manner, both to students and to fellow specialists 13. Ability to teach at any level within area of expertise, and across a range of subjects at a more introductory level, and demonstrate enthusiasm and commitment in the process of teaching 14. Organisation of working time between research, teaching and administration	5. Essential 6. Essential 7. Essential 8. Essential 9. Essential 10. Essential 11. Essential 12. Essential 13. Essential 14. Essential
Attitude & disposition	15. Ability to communicate effectively 16. Willingness to assume appropriate load of teaching and administration 17. Flexible and co-operative approach to colleagues 18. Professional attitude towards work, with a good attendance record 19. A demonstrable ability to cope under pressure	15. Essential 16. Essential 17. Essential 18. Essential 19. Essential

	20. Willingness to teach undergraduate and postgraduate courses at all levels	20. Essential
Other circumstances	21. Availability	21. Essential

Working Environment *(knowledge of special working practices, breadth of management skill required, customer impact, responsibility, efficiency)*

Research

1. Obtain new knowledge by theoretical and/or practical methods. Engage actively in research at a high level
2. Ensure appropriate dissemination of research by scholarly publication or other outputs appropriate to the subject
3. Monitor research findings with a view to commercial exploitation, and to inform the Head of Department of any appropriate novel research outcomes.

Teaching

4. Contribute to innovations in teaching and learning through the development of teaching materials, of forms of pedagogy, or of appropriate teaching collaborations

Administration & Management

5. Carry out such English, School and/or College administrative tasks as may be required by the Head of English and/or Head of School.
6. Comply with relevant College policies and regulations regarding financial matters, harassment, equal opportunities, public interest disclosure, health and safety, intellectual property, data protection or any other rules, regulations or codes binding on the member of staff.
7. Participate in the College Appraisal Scheme (QMPAS) and demonstrate a commitment to continuing professional development.
8. Undertake such other reasonable duties as may be required by the Head of English or Head of School from time to time.

Freedom to Act & Decision Making *(depth of control, supervision received, use of judgement & initiative, analytical ability)*

Research

9. Play a part in developing national and international research links
10. Use expertise, experience and judgement to decide how to design and execute research work.

Teaching

11. Organise and undertake teaching in English as agreed with the Head of English or Head of School; this includes providing lectures, classes, and seminars, in a variety of combinations.
12. Set and mark examinations and coursework as appropriate, including attending examiners' meetings.
13. Use experience and knowledge (and an understanding of students' backgrounds and abilities) to design, deliver and assess teaching and learning.

Communication & Networking *(liaison with others, type and level of communications)*

Research

14. Collaborate with colleagues in research activities, where appropriate, both internally within Queen Mary and externally with other Higher Education Institutes and/or non-academic organisations.
15. Prepare and present papers and other research outputs in national and international seminars, conferences, workshops and other events.

Admin & Mgt

16. Attend English and School meetings as required as well other relevant College meetings and boards, as agreed with the Head of English or Head of School.

With staff at Queen Mary within English and the School of English and Drama:

- Interact with research collaborators, in order to achieve research objectives and generate outputs (e.g. publications, presentations).
- Liaise with academic colleagues over collaborative teaching, orally and in writing, in order to ensure efficient and successful

course delivery as appropriate.

- Liaise with, instruct and support part-time staff who contribute to English teaching programmes through written communication, formal and informal oral discussions and appraisal. Both preceding and during term time.
- Contribute to groups such as Staff Student Liaison Committee, or Teaching and Learning Committee.

With staff at Queen Mary outside the School of English and Drama:

- Liaise with other administrative units in the College in order to support effective research, (eg Research Grants Administration and the Joint Research Office), teaching (eg. Information Services, Learning Disabilities Support Group or the Registry), and knowledge transfer (e.g. QMIInnovation regarding Intellectual Property protection, exploitation and other Knowledge Transfer).

With students:

- Support, teach, advise and facilitate the learning of students in formal teaching sessions (e.g. lectures, seminars, fieldwork, tutorials, and one-to-one supervision) to help them achieve their best potential. Oral instruction, discussion, advice and response, written notes, questions, comments and feedback in a variety of media. Both in term time, and to a more limited extent, out of term time. Capacity to act as personal tutor to students.

With external contacts:

- Establish links with academic-related organisations, such as publishers, journals, research councils, charities and other HEIs, in order to:
 - Edit and review scholarly journals
 - Act as member of peer review panels and colleges
 - Collaborate with external colleagues on research projects, in the UK and abroad
 - Administer research networks
 - Organise collaborative conferences
- Develop relationships with external organisations to maximise opportunities for Knowledge Transfer, for example:
 - Industrial research
 - External teaching collaborations
 - Student placements with external organisations
 - Consultancy or policy advice given to business, professional bodies, government or regulatory bodies, not-for-profit organisations, or other users of research

Finance/Resource Management *(budgeting, forecasting)*

Research

17. Submit, singly or jointly with colleagues, proposals to funding bodies (including research councils, government departments, private sector and public sector collaborators) for the financial support of research and manage those grants as appropriate.

People Management *(supervisory responsibility, human relations skills)*

Research

18. Support and supervise the work of research students as appropriate.

Teaching

19. Supervise teaching assistants and other teaching support staff as may be required.
20. Take pastoral responsibility for students in the School of English and Drama, as assigned and to support students in key aspects of personal development planning and the acquisition of relevant skills.

Organisation Chart

School of English and Drama
Queen Mary, University of London

DEPARTMENT OF ENGLISH

One-Year Lectureship in Early Modern Literature

Further Particulars

Queen Mary University of London is one of London and the UK's leading research-focused universities. A member of the Russell Group, and ranked 11th overall in the UK in the REF2014 according to the *Times Higher*, QMUL has an outstanding reputation in the Humanities and Social Sciences. The English Department supports a wide range of research activities and outputs, recognized nationally and internationally as outstanding, and gaining an excellent result in the REF 2014. This result ranked the Department as 4th in research quality nationally (Research Fortnight), above the English departments at Oxford, Cambridge and elsewhere in London; 5th in research power and 1st in research intensity. In the REF period, the Department was awarded research income in excess of £5,000,000. We also support five research centres at present (Doctor Williams' Centre for Dissenting Studies, Centre for Early Modern Mapping, News & Networks, Queen Mary Centre for Eighteenth-Century Studies, The Centre for Poetry, Centre for Renaissance and Early Modern Studies) and current Staff direct the Centre for Migration Studies and the Raphael Samuel History Centre.

Part of the School of English and Drama, the Department of English at QMUL has long defined and defended English Studies as a broad and flexible discipline united around the study of texts and their histories. Its research programme combines the strength of specialisation in major periods of English literature and culture, together with developments in some of the most rapidly expanding and transformative areas of the disciplines of English Studies. Members of the Department are involved in the exploration and decisive constitution of innovative areas of research across historical and disciplinary boundaries.

Research interests of members of staff in English are organized into three research areas: medieval and early modern studies, eighteenth and nineteenth century, and twentieth century and contemporary. Specific research areas include medieval literature, early modern intellectual history, eighteenth-century culture, Romanticism, Victorian studies, modernism, postcolonial studies, cultural history, feminism, psychoanalysis, contemporary fiction, and contemporary poetry.

Postgraduate Teaching

The Department's MA in English Studies offers six pathways: English Literature, Early Modern Studies 1300-1700, Eighteenth-Century Literature and Romanticism, Victorian Literature, Writing in the Modern Age, and Contemporary Writing. We also contribute to an MA in London Studies (taught jointly with the School of Politics and International Relations and the School of Geography). Most members of staff contribute to the teaching of MA programmes, either in the form of module options (taught in seminars) or by providing individual supervision for special topic dissertations.

There are at present more than 70 PhD students in the Department. A flourishing weekly graduate seminar organised by graduate students provides a forum for invited speakers, and for the presentation of research students' own work in progress.

Undergraduate Teaching

The Department admits around 220 students a year for the single honours BA in English, and a further 60 for joint programmes involving English in combination with Drama, Film, History, Linguistics, or a Modern Language (French, German, Spanish, or Russian). We encourage applications from mature students and students from the local East London community.

The quality of teaching in English at QMUL has been rated 'Excellent' by the HEFCE. At the most recent Internal Review (March 2009) the Panel commended the School for the high quality of its teaching and sound support for student learning, its successful integration of research into the undergraduate curriculum, and for its innovative use of team teaching. The Department achieved a satisfaction rating of 94% for the overall quality of its teaching in the 2014 NSS.

The Post

The Department wishes to appoint a fixed term lecturer (one year) in Early Modern Literature, as a replacement for Dr Ruth Ahnert, who is taking up an AHRC Early Career Fellowship in 2015-16. Applicants should already have a creditable research record and substantial plans for future work in the field. We would expect the person appointed to teach Dr Ahnert's modules and also to contribute to our general teaching provision where appropriate. We are looking for an Early Modern Literature specialist who can teach canonical Renaissance texts and who has an innovative attitude towards the current state of Early Modern Studies overall.

The successful applicant will join an individually diverse and collectively outstanding group of scholars in the English Department at QMUL. Those members of staff whose research is in or relates to the Medieval and Early Modern periods include, as well as Ruth Ahnert, Andrea Brady, Tamara Atkin, Julia Boffey, Jerry Brotton, Warren Boutcher, David Colclough, Alfred Hiatt, Claire Preston and Joad Raymond. Details of research interests and publications can be found at <http://www.sed,qmul.ac.uk/english/staff/index.html>. The Department is committed to a broadly interdisciplinary approach to English studies and its members pursue excellence through a variety of historical and theoretical innovations in the field. We are particularly strong on the historical and cultural contexts for medieval and early-modern studies. Early Modern scholars at Queen Mary contribute enthusiastically to interdisciplinary programmes and research initiatives in the Arts and Humanities sector at QMUL, and to broader initiatives across the University of London, including research seminars at the University's School of Advanced Study.