

## *Two positions of French Lecteur / Lectrice*

### *Fixed-term contract*

### *Further Particulars*

#### **The Post**

1. A consortium of seven Colleges of the University of Oxford (Exeter College, Jesus College, Keble College, Magdalen College, Merton College, St Catherine's College, and Wadham College ('the Colleges')) seek to appoint to two French Lecteur / Lectrice positions, tenable from 14 September 2026 until 31 August 2030, to provide French language teaching to undergraduates.
2. Each postholder will be required to teach an average of 14 hours of tutorials or classes per week in each week of full term (i.e. 336 contact hours per academic year), for undergraduates studying French at the seven colleges.

The teaching will consist of fortnightly or weekly classes of varying length (typically one hour), generally for groups of between five and eight students (groups often containing students from a mixture of colleges), on translation into French, essays in French on current affairs or broad cultural subjects, summary exercises, grammar, and French conversation.

It is envisaged that the distribution of hours between colleges for both posts combined (28 hours per week) will work out over the year as Exeter 4.33, Jesus 3.67, Keble 4.00, Magdalen 2.67, Merton 3.67, St Catherine's 5.00, and Wadham 4.67 (these calculations are done automatically by the system for reporting on students' progress).

This is a full-time, year-round post, and there will also be duties during the University Vacation periods (see below).

3. The postholder will be expected to work independently at times, but always ultimately in collaboration with the Tutorial Fellows in French in each of the Colleges, and any other Lecturers or Fellows who support the teaching of Modern Languages and its joint degrees within the Colleges.
4. The appointment is for a fixed term and is non-renewable because of the need for each Lecteur / Lectrice to be in living contact with the contemporary culture and the current idiom of French-speaking countries. The appointment will therefore end no later than 31 August 2030.
5. Oxford Colleges are self-governing and independent institutions within the University of Oxford. Whilst each postholder will be contractually required to provide teaching to students of all seven Colleges, each appointee's salary will be paid by only one of the Colleges which will act as the 'lead' College and will be responsible for all employment-related functions, contractual documentation, etc. Each postholder will be hosted by one College, normally for a 2-year period: the 'host' College will provide access to a teaching room (which may be shared), and there will also be bookable teaching rooms at any of the seven Colleges (each appointee will be expected to spend some portion of their working time on site at each college).
6. Information about each of the Colleges is included in Annexe A.

## Undergraduate Teaching at Oxford

7. The University of Oxford offers a range of Modern Languages degrees in which undergraduates can study one or two languages, or can study one language in combination with Classics, English, History, Linguistics, or Philosophy (in a 'Joint School'). All Modern Languages and Joint School undergraduates spend a compulsory year abroad, usually in the third year. All degrees are four years in duration, with the exception of Classics and Modern Languages, which can be taken as a 4- or 5-year degree depending on a student's route through the course. For details of the degrees offered please see:

A-Z of courses | University of Oxford:

<https://www.ox.ac.uk/admissions/undergraduate/courses/undergraduate-course-listing-a-z>

Undergraduate Studies | Faculty of Medieval and Modern Languages:

<https://www.mod-langs.ox.ac.uk/undergraduate-studies>

8. Undergraduates studying Modern Languages at the University of Oxford are taught a given subject in two ways: through lectures and seminars (which are organized by the Faculty of Medieval and Modern Languages), and through tutorials (small group teaching of typically 2-3 students) and classes (typically of 6-8 students) which are arranged and usually given by College Fellows and Lecturers. The tutorial system is a unique feature of the Oxford teaching and learning experience. Our students are typically very able, committed, and well-motivated.

## Duties of the Posts

9. The purpose of the roles is to provide teaching in French language across three years of the undergraduate degrees reading French (1st-, 2nd-, and 4th-year: the 3rd year is usually spent abroad). This consists of translation into French, essays in French on current affairs or broad cultural subjects, summary exercises, grammar, and French conversation. Teaching will be under the direction of the Tutorial Fellows in French at each College, in line with their College's particular needs.
10. Each postholder will be required to teach an average of 14 hours of tutorials or classes per week in each week of full term (i.e. 336 contact hours per academic year, since each of Oxford's three full terms per year is eight weeks long), for undergraduates studying French at the seven colleges.
11. Duties for each postholder, which include work over the University vacation periods, will be:
  - To provide teaching for first-, second- and final-year undergraduates in written and oral French (all aspects of the language: translation into French, essays in French on current affairs or broad cultural subjects, summary exercises, grammar, and French conversation);
  - To prepare, set, and mark written work and provide feedback to students and to review and update teaching materials regularly, in particular for the French and Francophone current affairs components of the Finals Orals and the Essay in French paper;
  - To set and mark internal College practice exams ('Collections') that take place at the start of each term;
  - To report regularly on student progress to the Tutors in French and to submit accurate and timely teaching records through the University's reporting database each term;
  - To assist students with academic skills development and revision, as required;

- To support students with their planning, applications, and preparations for their Year Abroad in a Francophone country;
- To assist undergraduates with the transition back to their final year of studies, following a year abroad, including with diagnostic processes that are important as students resume their formal written studies;
- To provide pastoral support to students, liaising with other academic and/or College welfare staff as appropriate;
- To participate in the undergraduate admissions exercise for the selection of students wishing to study French, including taking part in interviews which are held each year in December;
- To act as an assessor or second examiner in the Final Year oral exam, if required;
- To take on other reasonable duties as directed by the Tutors in French of the Colleges, appropriate to the role;
- To take an active part in the intellectual life of the College communities, in particular at the College hosting each postholder for any given academic year;
- To undertake teaching preparation and the wider responsibilities set out in these further particulars during the University's vacation periods as well as during term time.

## **Selection Criteria**

**12.** The formal selection criteria for the post are as follows:

- a. Fluency in French, equivalent to native-speaker level;
- b. An excellent understanding of, and ability to explain, French grammar, and a sensitivity to style and register in French and in English;
- c. Having recently spent a significant period of time (for example, being resident, studying, or travelling) in a French-speaking country, with a good understanding of the cultural context of the country and its language so as to convey topical knowledge and enthusiasm to students in a teaching and extra-curricular context;
- d. A good command of written and spoken English;
- e. A proven ability, or the potential, to teach French language;
- f. Excellent communication and social skills, including an engaging and inclusive approach to teaching;
- g. Ability to deal effectively with pastoral matters that may arise, including by referring matters to members of the colleges' welfare teams where necessary;
- h. Excellent organizational skills;
- i. A demonstrable commitment to ensuring the College provides a positive, supportive, and inclusive environment for all;
- j. Successful completion, by the closing date for applications, of an undergraduate degree (e.g. Bachelors, or equivalent) in the fields of language and/or literature, or other disciplines in the Humanities and Social Sciences that might equip them to provide effective French-language teaching to students of the French language and of literary, cultural, social, and/or political issues in the French-speaking world; and

- k. Successful completion, by the closing date for applications, of a Master's degree in a Humanities subject (for example, with a specialism in language, literature, linguistics, or philosophy).
- 13.** In addition, it would be desirable if the postholder has:
- a. Teaching experience at secondary- or post-secondary-school level, ideally involving language teaching; and
  - b. Experience and/or willingness to contribute to projects related to the creation of materials for language teaching and/or the promotion of French language and culture more widely.

### **Pay and Benefits**

- 14.** The stipend for the appointment will be £41,700 per annum.
- The salary is subject to revision in accordance with any general increases in academic salaries.
- 15.** The postholder will be automatically enrolled in the Universities' Superannuation Scheme (USS) unless they elect not to join.
- 16.** The postholder will be a member of each College's Senior Common Room and entitled to take a total of five lunches free of charge per week, two of which may be taken at the host college and one per week at any of the other six colleges. In addition, each postholder will be entitled to one dinner per week at the Common Table free of charge, to be taken at any one of the seven colleges.
- 17.** The postholder will have the use of bookable teaching rooms at any of the seven Colleges.
- 18.** Should the postholder wish to do teaching in excess of their contractual obligation, it will be paid at the specimen rates given in the Register of Payments.
- 19.** The postholder should consult the Senior Tutor, Academic Dean, or equivalent at the College responsible for paying their salary before taking on any additional employment or responsibilities.

The appointment is subject to a probationary period of 1 year, with an interim review of performance held half-way through this period.

### **How to Apply**

Informal enquiries about this post may be directed in the first instance to the Senior Tutor at Magdalen College, Dr Mark Pobjoy ([senior.tutor@magd.ox.ac.uk](mailto:senior.tutor@magd.ox.ac.uk)). Any such enquiries will be treated in confidence and will not form part of the selection process.

Applications, consisting of:

- (i) a completed cover sheet (including the names and addresses of two referees),
- (ii) a detailed letter (setting out the candidate's suitability for the post), and
- (iii) a *curriculum vitae*, all three in English, along with

(iv) a statement of about 300 words in French outlining the candidate's particular interests in French language and culture

should be sent by email to Miss Liz Howdill, Academic Administrator at Magdalen College ([liz.howdill@magd.ox.ac.uk](mailto:liz.howdill@magd.ox.ac.uk)), by **noon on Wednesday 3 June 2026**. **Applicants should ask referees to email their references directly to the Academic Administrator by the same deadline without further prompting.** They should ask their referees to comment in particular on their suitability for this post and their potential or ability as a language teacher.

The Colleges want to thank in advance the referees who write on behalf of applicants. Any information referees give will be treated in the strictest confidence. However, they are advised that under the terms of the Data Protection Act 2018, references are potentially disclosable to the applicant.

The Colleges welcome applications from candidates who have a disability. These documents will be made available in large print, audio, or other formats on request.

All data supplied by applicants will be used only for the purposes of determining their suitability for the post, and will be held in accordance with the principles of the Data Protection Act 2018 and the Colleges' Data Protection Policies, which can be found at weblink for each College given in Annexe A.

### **Selection Process and Appointment**

Applications for this post will be considered by a selection committee that includes Fellows from the group of Colleges, including Tutorial Fellows in French.

It is anticipated that interviews will be held online via Microsoft Teams.

The policy and practice of the Colleges require that entry into employment 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.

Following the offer of the position, appointment will be subject to proof of the right to work in the UK. If the successful candidate requires a UK visa, the Colleges' Human Resources teams and the University Staff Immigration Team will discuss visa routes and will provide advice and assistance with the appropriate application, in line with up-to-date information supplied by the UK government (<https://staffimmigration.admin.ox.ac.uk/working-in-the-uk>).

If the person appointed to the post is a migrant sponsored under the UK's points-based migration system, we are required to retain the applications for all short-listed candidates until six months after we have ceased sponsoring the migrant in question.

Appointment will also be subject to receipt of a satisfactory Occupational Health Services Declaration or other medical questionnaire. If the chosen candidate requires any workplace adjustments, this would be brought to the attention of the Human Resources team through completion of the Declaration or questionnaire.

### **Further Information**

The Colleges are committed to equal opportunity, and to being places where everyone belongs and is supported to succeed. We recognise how the diversity of our communities enriches our ability to deliver on our academic mission.

We welcome applications from individuals from all backgrounds, including those under-represented within higher education. No applicant or members of staff shall be unlawfully discriminated against on the basis of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

Employment with the Colleges, and progression within employment, will be determined according to personal merit and the application of criteria related to the duties and conditions of the post. In all cases, the primary consideration will be the ability to perform the job.

Our policies on equality, diversity, and inclusivity go hand in hand with our commitment to academic freedom and to freedom of speech. Further information may be found at the weblink for each College given in Annexe A.

## Information about the Colleges

### Exeter College

For information on the College, please see <http://www.exeter.ox.ac.uk/>, especially <https://www.exeter.ox.ac.uk/applicants/student-life/teaching-and-research/>.

The College usually admits six to eight students each year to read Modern Languages, and three to four students across the related Schools of Modern Languages & Linguistics, Classics & Modern Languages, English & Modern Languages, and Philosophy & Modern Languages.

The College has two Tutorial Fellows in Modern Languages: Professor Jane Hiddleston, who specializes in Modern French and Francophone Literature, and Dr Imogen Choi, who specializes in early modern Hispanic literature across Europe and the colonial Americas. Dr Ros Temple (French Linguistics), Dr Kirstin Gwyer (German), and Dr Vilma de Gasperin (Italian) are Lecturers at the College. Tutorial teaching is complemented by language tuition from a French Lecteur / Lectrice (this post), a German Lektor/ Lektorin, and University classes in other languages.

The holders of two University Chairs in Modern Languages are Fellows of the College: the King Alfonso XIII Professor of Spanish (Jonathan Thacker), and the Stavros Niarchos Foundation–Bywater and Sotheby Professor of Byzantine and Modern Greek (Stratis Papaioannou).

### Jesus College

The College has two Tutorial Fellowships in Modern Languages: that held by Professor Caroline Warman, who specializes in eighteenth- and nineteenth-century French Literature, and a second post in German, which will be vacant but will be covered by a Departmental Lecturer in German. The College also has a Lecturer in French, Dr Holly Longstaff, covering for Caroline Warman whilst she takes on a senior University administrative post for one year. Dr Stephen Goddard is a Lecturer in French, and Stefanie Burkert-Burrows is a Lecturer in German. The College has arrangements with Fellows from other colleges to provide teaching in Italian, Spanish, Russian, and Portuguese (Professor Elena Lombardi, Professor Daniela Omlor, Professor Margarita Vaysman, and Professor Claire Williams). Tutorial teaching is complemented by language tuition from the French Lecteur / Lectrice (this post) and a German Lektor/Lektorin, and University classes in other languages.

Professor Daniel Altshuler is a Tutorial Fellow in Linguistics; Glenn Roe is Professor of Digital Scholarship and French Literature at the University of Oxford, and Senior Research Fellow at Jesus College; and David Willis is Professor of Celtic and a member of the Linguistics Faculty.

More information on the College and its academic staff may be found at <https://www.jesus.ox.ac.uk/> and <https://www.jesus.ox.ac.uk/about-jesus-college/our-community/people/>.

The College typically admits around 10 undergraduates per year for all languages in MLL plus joint Schools including the European and Middle Eastern degree. There are a number of students reading for taught and research postgraduate degrees.

## **Keble College**

Keble has usually admitted up to nine students each year to read Modern Languages and joint schools with English, History, and Philosophy. The intake in 2026 may, however, be lower. There is also a small graduate community in Modern Languages.

The College currently has one Tutorial Fellow in Modern Languages, Nicola Gardini (Professor of Italian and Comparative Literature, specifically in the Renaissance). Dr Stephen Goddard is Fellow by Special Election and Stipendiary Lecturer in French Literature; his interests are in 19th-century literature. Dr Imogen Choi, who specializes in early modern Hispanic literature, is a Stipendiary Lecturer at Keble as well as a Tutorial Fellow at Exeter College. The former Tutorial Fellow in French, Dr Michael Hawcroft, continues to do some college teaching while the College awaits the possible appointment of a successor in that post.

For information about Keble, please see <https://www.keble.ox.ac.uk/>.

## **Magdalen College**

Magdalen has a strong tradition in Modern Languages, with three Tutorial Fellows (Professor Raphaële Garrod (specialising in early modern French and European intellectual history and culture), Professor Reidar Due (contemporary French culture and Film studies), and Professor Rosa Vidal Doval (the culture and history of late medieval and Renaissance Iberia)). The Modern Languages team in College is a cooperative enterprise involving colleagues from several colleges; it includes Dr Alexandra Lloyd (German), Professor Tamar Koplatadze (Russian), Professor Nicola Gardini (Italian), Professor Simon Gilson (Agnelli-Serena Professor of Italian Studies, with Fellowship at Magdalen), and Dr Stephen Goddard (grammar and translation from French to English), as well as a Lecteur / Lectrice in French and a Lektor / Lektorin in German.

The Lecteur / Lectrice will teach Magdalen undergraduates studying French as part of the Modern Languages degree and its Joint Schools with Classics, English, History, Linguistics, Philosophy, and Middle Eastern Languages. The College would generally expect to admit 10 or 11 undergraduates each year to read for these degrees, with typically five studying French, and also admits a varying number of graduate students in Modern Languages each year.

For more information about the College, see <https://www.magd.ox.ac.uk/>.

## **Merton College**

For information about the College please see <https://www.merton.ox.ac.uk/>, especially <https://www.merton.ox.ac.uk/undergraduate-study>.

Merton College typically admits nine undergraduates a year to read Modern Languages and the associated Joint Schools with Linguistics, Classics, English, History, and Philosophy. Merton also has a sizeable and lively graduate community, including 9 graduates currently reading for higher degrees in Medieval and Modern Languages.

The College has two Tutorial Fellows in Modern Languages: Professor Ian Maclachlan, who specializes in 20th-century French Literature and philosophy, and Dr Alice Brooke, whose research focuses on the literature and culture of the early modern Hispanic world. The College also has Lecturers in Italian (Professor Guido Bonsaver), Portuguese (Dr Simon Park) and Russian (Dr Margaria Vaysman), as well as

in French Language (Dr Christophe Barnabé), Linguistics (Dr Richard Ashdowne), and German (Dr Kirsten Gwyer). Teaching is complemented by language tuition from a French Lecteur / Lectrice and a German Lektor/Lektorin, as well as University classes in other languages.

### **St Catherine's College**

St Catherine's is one of the largest colleges within Oxford University. It accepts both undergraduate and graduate students, and the overall composition of membership is divided equally between arts and sciences. Its founding Master, Lord Alan Bullock, established the College in the 1960s. Its striking modern architecture and new ideas reflected a move towards the open, contemporary culture that is still fundamental to St Catherine's approach today. The College's Grade I listed buildings, and their fittings and furniture, were designed by the Danish architect Arne Jacobsen and attract visitors from around the world. They are located in a peaceful setting adjacent to the University Parks. In addition to the normal college facilities, St Catherine's has three lecture theatres, seminar rooms, a gym, a specially designed music house, and spacious common rooms.

St Catherine's admits 8-10 undergraduates each year to read for degrees in Modern Languages (French, German, Spanish, Italian, Portuguese, and Modern Greek) and the associated Joint Schools (Linguistics, History, Philosophy, and English), of which typically 4-6 students read French. Modern Languages has a diverse group of undergraduates and graduate students, and tries to attract students from the broadest range of backgrounds. The successful applicants will work with Dr Jess Goodman, Tutorial Fellow in French, and with other academic colleagues in Modern Languages and Joint School subjects, including Prof Ben Bollig (Tutorial Fellow, Spanish), Prof Barry Murnane (Director of Studies, German), and Prof Sam Wolfe (Linguistics).

Further information is available at <https://www.stcatz.ox.ac.uk/>.

### **Wadham College**

Wadham also has a strong tradition in Modern Languages, with Tutorial Fellows representing French, German, Spanish, and Russian, and Lecturers in French, German, Spanish, Portuguese, Italian, Modern Greek, and Linguistics. The College typically admits 15 undergraduates per year, around half of whom would be expected to be studying French either as their sole language or in combination with another subject. In addition, there are typically around six graduates reading for higher degrees in Medieval and Modern Languages. Wadham has a longstanding commitment to access and outreach, and runs an annual, five-day Summer School in Modern Languages for Year 12 pupils in UK state schools or sixth-form colleges.

For information about the College please see <https://www.wadham.ox.ac.uk/>, especially <https://www.wadham.ox.ac.uk/prospective-students/prospective-undergraduates/undergraduate-courses/languages> and <https://www.wadham.ox.ac.uk/schools-and-outreach/summer-schools>.

