

## Job Description

Job title	Assistant Professor in Ottoman History
Department	History
Grade	FA 7

Job purpose (a brief summary of the role)	To undertake research, teaching, administrative and other activities supporting the work of the History Department.
Duties and responsibilities	<p><b>Research</b></p> <ol style="list-style-type: none"> <li>1. To contribute to a strong research base within the Department in order to pursue individual and collaborative research of high-quality.</li> <li>2. To publish research outcomes in appropriate journals of international standing; to disseminate the results of research and scholarship in other appropriate outlets.</li> <li>3. To attend and present research findings and papers at academic and professional conferences, and to contribute to the external visibility of the Department and University.</li> <li>4. To secure, in collaboration with colleagues as appropriate, external funding through research grants or contracts to support a developing research agenda in history.</li> </ol> <p><b>Teaching</b></p> <ol style="list-style-type: none"> <li>1. To undertake undergraduate and postgraduate teaching, including the supervision of undergraduate and postgraduate research work and the design and delivery of specific areas of research-led teaching at both undergraduate and postgraduate levels.</li> <li>2. You will also contribute to teaching in your research area and will attract and successfully supervise postgraduate students.</li> <li>3. To develop and apply innovative and appropriate teaching techniques and materials, creating interest, understanding and enthusiasm amongst students.</li> <li>4. To undertake academic duties (e.g., setting examination questions, collecting student feedback through questionnaires, marking and pastoral support of students) required to sustain the delivery of high-quality teaching.</li> <li>5. To support and comply with university and departmental teaching quality assurance standards and procedures including the provision of such information as may be required by the Department or the University.</li> </ol> <p><b>Administration and Other Activities</b></p> <ol style="list-style-type: none"> <li>1. To undertake such specific departmental roles and management functions as may reasonably be required by the Head of Department, including attendance at departmental meetings and participation in other committees and working groups within the Department, the Faculty and the university.</li> </ol>

	<p>2. To engage in continuous professional development, including participation in relevant professional activities.</p> <p>3. To participate in relevant professional activities and undertake external commitments, which reflect well on, and enhance the reputation of the Department, Faculty and University.</p> <p>The duties and responsibilities outlined are not intended to be an exhaustive list but rather to provide guidance on the main aspects of the post. The post-holder will be required to be flexible in his or her duties.</p>
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<b>Person Specification</b>		
<i>The Person Specification focuses on the essential and desirable knowledge, skills, experience and qualifications required to undertake the role effectively. This is measured by (a) Application Form, (b) Test/Exercise, (c) Interview, (d) Presentation.</i>		
Essential Criterion No.	Essential Criterion Description	Measured by
E1	An honours degree or equivalent in History, or a cognate discipline	A
E2	PhD or equivalent in Ottoman History, or an analogous field	A
E3	Ability or potential to initiate, develop and deliver high-quality research and to publish in peer-reviewed journals and academic monographs	A & C
E4	A track record of high-quality published research in relevant fields	A
E5	Research skills – qualitative and/or quantitative	A,C & D
E6	Ability or potential to generate external funding and lead funded research projects	A,C & D
E7	Complementarity of research interests with those of the existing members of the History Department	A,C & D
E8	Competency in IT and familiarity with a computerised environment	A,C & D
E9	Experience of undergraduate teaching	A & C
E10	The ability to work effectively with fellow academics and with other staff as a member of a team	A,C & D
E11	Engaged in continuous professional development	A & C
E12	Excellent command of spoken and written English, effective communication skills	A,B,C & D
E13	Ability to read original sources in Ottoman Turkish, Arabic, Persian or other languages of the Ottoman Empire	A & C

Desirable Criterion No.	Desirable Criterion Description	<i>Measured by</i>
D1	Experience of management in a higher education context	A & C
D2	Experience of postgraduate teaching	A & C