**Job description**

**Date last reviewed:** new post

**Faculty/Directorate:**

**Department:**

**Title of post**: Reader in (add subject area/specialism)

**Grade of post**: 12

**Post number**:

**FT or % P/T**:

**Permanent/Temporary:**

**Principal location of work**: Headington campus

**Immediate line manager**: Head of Department

**Staff managed**: None

**Qualifications required for post**: PhD in (add subject) or closely related discipline.

**Experience required for post**: Experience of initiating, developing and delivering high quality research and publishing articles of international standing; experience of working effectively as part of a team to develop and deliver academic programmes.

**Overall purpose of post**: To carry out Academic and Academic related duties. The post holder will contribute to the leadership of research in (add subject area / specialism), having published monographs and/or articles in leading peer-reviewed outlets and developed funding bids. The post holder will teach modules in their own area of specialism and contribute to other teaching at undergraduate and postgraduate level on other appropriate modules, and will take an active role in the enhancement of quality in teaching.

**Main duties:**

A Reader is expected to exercise the following responsibilities in their role:

1. Develop national and international recognition in the peer community through a sustained programme of research and/or knowledge exchange activity, including the publication of high quality monographs and/or articles.
2. Lead peer reviewed funding bids which develop and sustain research and/or knowledge exchange in International Relations.
3. Initiate and develop links with external contacts such as other educational institutions, editorial boards, employers and professional bodies to foster collaboration.
4. Innovate in linking research, scholarship and knowledge exchange through, e.g. consultancies and enterprise activities.
5. Contribute to the leadership of department research and/or knowledge exchange strategy.
6. Teach and examine undergraduate and master’s level students.
7. Act as an academic adviser and promote the student experience.
8. Supervise and examine PhD students.
9. Contribute to the monitoring and enhancement of quality in teaching within the Department.
10. Develop programme and course proposals, shaping and influencing curriculum development and innovations in teaching practice.
11. Act as a role model in research, knowledge exchange and teaching through excellent practice and strong collegial commitment.
12. Mentor less experienced staff, contribute to the development of teams and individuals and provide advice on career development.
13. Contribute to the overall management of the Department and contribute to departmental level strategic planning
14. Undertake, subject to agreement with line management, external commitments which enhance the reputation of the Faculty and/or University: external examining, including at doctoral level, and participation in policy-making for academic, professional or industry-based bodies
15. To undertake such other duties as may reasonably be requested by the Executive Dean of Faculty or nominee.

**Person specification**

**Faculty / Directorate**:

**Title of post**: Reader in

**Salary Scale:** (Grade 12)

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| **Specification** | **Essential** | **Desirable** |
| 1. Education/Training | PhD in (add subject area or specialism) or closely related discipline | Postgraduate teaching qualification |
| 2. Relevant Experience | Experience of initiating, developing and delivering high quality research and publishing articles of international standing  Demonstrable ability to teach (add subject(s) at undergraduate and postgraduate levels  Research and teaching interests that complement existing strengths in (add area)  Evidence of developing research funding proposals  Experience of PhD supervision  Experience of working effectively as part of a team to develop and deliver academic programmes | Supervision of PhD to successful completion  A record of funded research |
| 3. Relevant Skills/Aptitudes | Demonstrable ability to develop other researchers  Capacity to provide academic leadership |  |
| 4. Special Requirements |  |  |