



EXETER COLLEGE, OXFORD

Career Development Fellowship in English Literature 1660–1830 (‘Gwenyth Emily Rankin Fellowship’)

Fixed-term contract (maximum 3 years in duration)

Further Particulars

Applications are invited for a Career Development Fellowship in English Literature at Exeter College. This is fixed-term, three-year, position. The College is seeking to recruit an early-career scholar with research and teaching interests within the period 1660–1830, who can demonstrate the capacity to conduct research of international standing, to teach undergraduates, and to work alongside colleagues in the running of English in the College.

The Post

1. Exeter College (a constituent college of the University of Oxford) invites applications for the **Gwenyth Emily Rankin Fellowship in English Literature**. This post is available from 1 September 2026, or as soon as possible thereafter.
2. The Fellow will be expected to contribute to undergraduate teaching in Literature in English 1660–1760 and 1760–1830. Research may focus on either of these periods or span both. The ability to teach additional periods of Literature in English will be an advantage.
3. This is a fixed-term, non-renewable post, for a period of up to 36 months (subject to a mid-period review which will take place during Michaelmas Term (October–December) of the second year of the appointment).
4. In making this appointment the College seeks to provide an opportunity for an outstanding academic at an early stage in their career to develop their career and gain experience, and in doing so to promote equality of opportunity by helping to create a wider pool of potential candidates for future academic posts at Oxford or elsewhere. Eligibility is therefore restricted to those who completed their doctorate (PhD or equivalent) no more than eight years before the application closing date, net of recognised career interruptions. The duration of the appointment is limited to a maximum of 36 months, in order to enable the College to offer similar opportunities to other early-stage academics in the future.

One of the key aims of this post is to provide experience in a range of academic duties. A full description of the duties of the post can be found in paragraphs 10 to 13 below.

5. The College particularly encourages applications from women, from disabled people, and from people of minoritised ethnic backgrounds, as these groups are currently under-represented in the College’s academic staff. However, the post is open to candidates from all backgrounds, and applications will be considered entirely on merit, and with due regard to each candidate’s relevant experience and circumstances.

Exeter College

6. Detailed information about the history and current work of Exeter College can be found [on our website](#).

The College's working environment is very congenial, and we have a reputation for being small and friendly, as well as for maintaining consistently high academic standards. Exeter College is committed to excellence in teaching and research, and to admitting and supporting the best students regardless of their background.

7. The College admits around 100 undergraduates each year across a wide range of subjects. Of these, normally 9 undergraduate students per year are admitted to study for the BA in English, and two to three students per year in related degree courses in History and English, Classics and English, and English and Modern Languages.

In addition, there are 26 Visiting Students in residence each year from Williams College (a highly selective American liberal arts college in Massachusetts, USA), who study at Exeter for their Junior Year and many of whom take tutorials in English (see paragraph 10, below).

The College has a vibrant graduate community. Whilst the tuition and supervision of graduate students in Oxford are the responsibility of the Faculties and Departments, the College offers pastoral support and guidance, and a diverse community of academic subjects and international backgrounds, which augments the postgraduate experience.

The College has two Associate Professors who are permanent Tutorial Fellows in English:

- Professor Nandini Das (who specializes in early modern literature and cultural history); and
- Dr Nicole King (who specializes in modern African-American and Caribbean literature).

The Williams–Exeter Programme at Oxford (WEPO) is directed by a member of faculty from Williams College; the current Director is Prof Sam Crane, a Professor of Political Science. The successful candidate will work closely with Professor Das and Dr King, and the WEPO Director, as well as with the Fellows and tutors in related subjects.

The Faculty of English Language and Literature

8. This Fellowship is also associated with membership of the Faculty of English Language and Literature at the University of Oxford. The Faculty is by far the largest English Department in the UK, with more than 75 permanent post-holders, a further 70 Faculty members, and approximately 1,000 undergraduates and 300 postgraduates. The Faculty is one of the most illustrious Schools of English in the world and has a very distinguished research and teaching record covering all periods of English Literature.

Undergraduate Teaching at Oxford

9. Undergraduates studying English at Oxford are taught a given subject in two ways: through tutorials of, usually, two students, and through small classes (which are arranged and given by Fellows and Lecturers in colleges; and through lectures (which are organized by the Faculty of English).

The tutorial system is a unique feature of the Oxford teaching and learning experience. Our students are typically very able, committed, and well-motivated.

Over the three-year period of the post, the Fellow will contribute to tutorial and class teaching for the College. Teaching students in very small groups allows the tutor to respond directly to students' ideas, to tailor their teaching to the interests and enthusiasms of different students, and to develop the links between the particular topic being covered and the other elements of each student's course of study. As well as giving tutorials in the areas of their own research, tutors at Oxford typically give tutorials in other areas that they are interested in and knowledgeable about, but that are not necessarily the focus of their current research.

More information about undergraduate teaching in English at Oxford can be found at: <https://english.web.ox.ac.uk/course-summary>

Duties of the Post

10. This appointment is made possible through the generosity of a benefactor to Williams College, in association with Exeter College. Accordingly, the postholder will be required to undertake teaching, research, and administrative duties on behalf of Exeter College, as well as teaching duties, teaching-related administration, and student liaison on behalf of the Williams College visiting students' programme. The post carries membership of the Faculty of English, but no duties or obligations to the Faculty.
11. *Research:* It is a requirement of this post that the Fellow engage in advanced study and research, and it is expected that the Fellow will begin to build an international research profile, by developing a programme of innovative original research and preparing their work for publication in monograph form and/or in leading international journals.
12. *Teaching:* For the College, the Fellow will be responsible, in collaboration with the current Tutorial Fellows in English, for the teaching of English to undergraduates in the College.

The teaching obligation is formally 144 weighted hours over the course of each academic year (see paragraph 33).

In practice, during Oxford's three 8-week academic terms, the Fellow can expect to undertake an average of approximately four to five hours of face-to-face teaching per week, calculated across each term and across the academic year, with some variation from week to week. This teaching will primarily take the form of tutorials, usually involving discussion with two undergraduates at a time of essays they have written in advance. These tutorials are supplemented by the Fellow leading seminar discussions with groups of up to 12 students. Preparation for this teaching involves being familiar with the relevant literature, planning the key issues to be covered, and, in the case of tutorials, reading and commenting on students' essays in advance.

The Fellow will also be expected to liaise with the WEPO Director in the arrangement of other tuition for WEPO Visiting Students.

Teaching is required in the Oxford Final Honour School papers (i.e. modules) 4 and 5, covering the periods 1660–1760 and 1760–1830 respectively. Applicants should feel free to indicate other topics in Literature in English they are competent to teach. Details of the Oxford papers are contained in the [course handbooks](#).

13. *Administration:* For the College, the postholder will be expected to:
 - submit reports at the end of each term on students taught;
 - set and mark Collections (internal college examinations) promptly;
 - participate in the end-of-term reviews of students reading English and related courses;
 - be the key point of liaison in matters related to English teaching between the WEPO Director and the other Exeter English Tutors (and thereby the wider pool of specialist teaching available around the University), and to be a presence amongst the WEPO students reading for topics in English Literature;
 - work alongside other Fellows in the arrangement of teaching of Exeter and Williams College students by tutors at other colleges;
 - work with the Fellows in English to direct the studies of undergraduates studying options in English;

- act as Adviser, providing pastoral care for undergraduates in the College;
- assess and interview in the annual admissions exercise for the selection of new undergraduates;
- for WEPO students taught by the Fellow, to complete an end-of-Term summative assessment of their work;
- support the WEPO, and Williams–Exeter liaison more broadly, including assisting with the selection of a small group of Exeter College students to attend the Williams College Winter Studies Programme which is held in January each year;
- undertake other duties, such as ordering textbooks for the library and acting as College Adviser to graduates reading for taught postgraduate degrees; and
- to serve as a Trustee of Exeter College, an educational charity, and to participate fully in the administrative work of the College, including attendance at Governing Body and proportional service on College committees.

More generally, the appointee will be encouraged to take an active role in the day-to-day life of the College, such as:

- attending and participating in events arranged by WEPO or by colleagues in English;
- open days and initiatives aimed at promoting the study of English
- encouraging applications from prospective students to the College; and
- events supporting alumni.

Selection Criteria

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

- A research record of international standing, appropriate to the stage of the candidate's career, with evidence of, or evidence of potential for producing, research of international standing in English Literature;
- The proven ability, or the potential, to provide excellent tutorial and small group teaching in a range of undergraduate topics (as described in paragraph 12 above);
- The ability to undertake College administration and duties (as described in paragraph 13 above);
- A commitment to ensuring the College provides a positive, supportive and inclusive environment for all.
- Hold, or be close to completion of, a PhD/ DPhil in English Literature. Because this post is intended to provide opportunities for candidates who are at an early stage of their academic career, candidates must have successfully completed a doctoral defense (PhD viva or equivalent) in the period 27 February 2018 to 26 February 2026 inclusive.

Time spent on career breaks for family reasons (e.g. maternity, paternity, adoption or other family leave), or career breaks caused by long-term illness or disability, will not count as part of this eight-year period.

Candidates who wish to have career breaks taken into account – whether to extend the 8-year eligibility period, or to set their achievements within the 8-year period into context – must set these out in their covering letter.

Candidates may seek confidential advice from the HR Manager (vacancies@exeter.ox.ac.uk) if they are unsure of whether or not they meet the early-career criterion, taking into account any career breaks.

Pay and Benefits

15. The successful candidate will be appointed to a non-renewable Junior Research Fellowship, with membership of the College's Governing Body, for a period co-terminous with their 3-year appointment to this post, and subject to a mid-period review during the autumn term of the second year of the appointment.
16. The successful candidate will be appointed on Grade 7 of the University's salary scale for academic staff (currently £39,424 - £47,779 per annum, including an Oxford University weighting), at a point dependent on experience.

The salary is subject to revision, at the discretion of the Governing Body, in accordance with any general increase in academic salaries.

17. The Fellow will be automatically enrolled in the Universities' Superannuation Scheme (USS) unless they elect not to join.
18. The Fellow will be entitled to draw upon an Academic Support Allowance (currently £1,600 p.a.) for approved research expenses, which may include travel and the purchase of academic books.
19. The Fellow will be entitled to lunch and dine free of charge at the Common Table on each day for which the Governing Body makes such provision. Funds are made available to enable the Fellow to entertain students in conjunction with other Fellows in English.
20. Exeter College has generous maternity, paternity, adoption and shared parental leave arrangements. Further details are available from the HR Manager upon request.

All staff are eligible to apply to use the University nurseries, and the full range of tax and National Insurance savings scheme is in operation. Details are available on the University's childcare website at www.admin.ox.ac.uk/eop/childcare/.

Information for parents and carers working within the University of Oxford is available at: www.admin.ox.ac.uk/eop/parentsandcarersinformation/.

21. A teaching room will be provided in College.
22. The Fellow may be offered the opportunity (for additional payment) to undertake a small amount of lecturing, class teaching, and/or examining for the Faculty of English, depending on need within the Faculty.

How to Apply

23. Informal enquiries about this post may be directed in the first instance to the HR Manager (vacancies@exeter.ox.ac.uk). Any such enquiries will be treated in confidence and will not form part of the selection process.
24. Candidates are encouraged to submit all application materials by email to the HR Manager, vacancies@exeter.ox.ac.uk. If possible, applications should be submitted as a PDF file.

25. Applications must include:
- i. A brief covering letter, which should outline the candidate's proposed programme of research and include a list of subjects on the Oxford syllabus on which the candidate is currently able to give undergraduate tutorials, lectures, or classes (maximum 1,500 words);
 - ii. A *curriculum vitae* including a list of publications;
 - iii. The names and addresses of two referees.
26. Candidates should ensure that their referees are willing and able to give references in a timely way, but should not ask their referees to submit their references in advance of the closing date. The College will contact referees of shortlisted candidates in late February or early March.
27. The closing date for applications is **12pm noon (GMT) on 27 February 2026**. It is the responsibility of each applicant to ensure that their application arrives before the deadline.
28. We anticipate that interviews will be held in person in Oxford on Tuesday 5 May 2026. Reasonable interview expenses may be reimbursed, in line with the [College's Recruitment & Selection Policy](#).
29. Any candidate who, in the event of being shortlisted and invited for interview, will need a visa to travel to the UK for their interview should make contingency arrangements straight away. If an interview date is likely to cause a candidate severe difficulties, please raise this matter immediately by contacting the HR Manager, vacancies@exeter.ox.ac.uk without waiting to be invited for interview.
30. Those candidates who are shortlisted for interview will be asked to provide a sample of their written work prior to the interview; however, candidates are not required to provide sample written work at the initial application stage.

Selection Process

31. Applications for this post will be considered by a selection committee containing representatives from Exeter College, Williams College, and the Faculty of English.

The selection committee is responsible for conducting all aspects of the recruitment and selection process, including the interviews of shortlisted candidates; it does not, however, have the authority to make the final decision as to who should be appointed. The final decision will be made by the Rector of Exeter College on the basis of a recommendation made by the selection committee. No offer of appointment will be valid therefore, until and unless the recommendation has been approved by the Rector of the College, and a formal contractual offer has been made.

32. The policy and practice of the College require that entry into employment within the College 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.

Further Information

33. A 'weighted hour' system is used to calculate the Fellow's teaching obligation, as recommended by the University's Senior Tutors' Committee. The weightings are:

- 1 actual hour with a single individual = 1 'weighted' hour
- 1 actual hour with a pair of students = 1.25 'weighted' hours
- 1 actual hour with three or more students = 1.5 'weighted' hours

Thus, an obligation of 6 'weighted' hours can be fulfilled by teaching, e.g.:

- 6 actual hours with single students, or
- 4.8 actual hours with paired students, or
- 4 actual hours with three or more students.

- 34.** Exeter College is committed to equality and diversity, and to being a place where everyone belongs and is supported to succeed. We recognise how the diversity of our community 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 member 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 College, 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 commitment to equality and diversity goes hand-in-hand with our commitment to academic freedom and free speech.

The College's policies on equality and diversity are available from our website: <http://www.exeter.ox.ac.uk/equality-and-diversity/>

- 35.** All data supplied by candidates will be used only for the purposes of determining their suitability for the post. Information regarding the way we process your 'personal data', as part of the General Data Protection Regulation (GDPR) and Data Protection Act, can be found in the Privacy Policy published on our website at <https://www.exeter.ox.ac.uk/governance/>.

- 36.** The prospective employee must be eligible to work in the UK, and the appointment will be subject to provision of proof of the right to work in the UK before employment commences.

Applicants who would need a Skilled Worker visa if appointed to the post should note that under the UK's points-based migration system they will need to meet a number of specified criteria. Further information is available at: <https://www.gov.uk/skilled-worker-visa>

The College may be able to assist with the costs of an application for a Skilled Worker visa, and/or with costs associated with Immigration Health Surcharges. For more information, please contact the HR Manager (vacancies@exeter.ox.ac.uk).

- 37.** As membership of the Governing Body will entail the postholder being a full Trustee of Exeter College, the successful candidate must be able to satisfactorily meet the eligibility requirements laid down by the Charity Commission and must not be disqualified from acting as a Trustee. For more information, please contact the HR Manager (vacancies@exeter.ox.ac.uk).

Any offer of employment will, therefore, be wholly subject to the candidate satisfactorily evidencing that they meet the Charity Commission's eligibility criteria.