

**FITZWILLIAM COLLEGE, CAMBRIDGE**  
**FELLOW AND COLLEGE TEACHING OFFICER IN ENGLISH**

**Further Particulars**

Applications are invited for the post of College Teaching Officer in English with effect from 1 September 2025. The successful candidate will be required to teach undergraduates for the Cambridge English Tripos, and to act as a Director of Studies in English. Applications are welcome from candidates working in any period and field of literature in English who are able to offer extensive teaching for Part I and Part II papers in their field. There is a particular concentration of teaching needs in the early modern and modern periods, and the ability to teach aspects of the Tragedy paper is desirable. (Papers, detailed [on the Faculty of English website](#), mostly cover literature from the early medieval period to the present day.)

The appointment is for a fixed period of five years. The post is intended to provide an opportunity to develop teaching skills and research activity. Only candidates who expect to have a PhD degree awarded by the starting date will be considered. Applicants will be expected to have a research profile commensurate with their stage of career.

The College Teaching Officer will be appointed at a salary of £38,249 pa with annual increments up to a maximum of £42,882 pa, plus a supplement for the administrative responsibilities of acting as Director of Studies (variable according to the number of students overseen: approximately £1,073-£1,327 for each year group of eight to ten students) and for conducting admissions interviews (approximately £19 for each 30 minute interview). The salary will be pensionable under USS. In addition to the base salary stated above, the successful candidate for this post will receive an additional 2.5% supplement to that principal salary. This supplement will be pensionable and will be paid until the conclusion of the Cambridge Pay Review Project. Cost of living increases in College salaries are made at the same time as comparable increases in University salaries (with the first such increase anticipated before the commencement of the post).

The successful candidate will be elected to a Fellowship of the College, with which further obligations and privileges are associated; these include membership of the Governing Body as a Trustee of the College, and entitlement to seven meals per week at College expense whenever the kitchens are open. Fellows are expected to participate in the communal life and governance of the College and to promote, develop and extend the affairs and reputation of the College. The appointment is subject to the Statutes and Ordinances of the College.

#### English at Fitzwilliam College

The undergraduate course in English at Cambridge University is called the English Tripos. Syllabi, lectures and examinations are provided by the University, but undergraduate admissions, small group teaching (known as 'supervisions') and pastoral care are the responsibility of the colleges. Further details about the Faculty of English and the English Tripos can be obtained at [www.english.cam.ac.uk](http://www.english.cam.ac.uk).

Fitzwilliam is home to a diverse and dynamic group of literary scholars. The College admits around eight to ten students each year to read for the English Tripos, and often two or three visiting students through the Erasmus scheme. Current Fellows and Bye-Fellows include Kasia

Boddy, Professor of American Literature; Subha Mukherji, Professor of Early Modern Literature and Culture; Victoria Condie, whose research relates to Anglo-Saxon and medieval literature; Richard Bateman, a specialist in late twentieth-century poetry and jazz; and Paul Chirico, the Senior Tutor, whose research focuses on the early nineteenth century period.

Students have access to the excellent Olisa Library, to a Fitzwilliam College Literary Society, and to many other stimulating interdisciplinary societies and activities within the College and across the University. The College has a large and enthusiastic body of alumni, a number of whom have contributed to funds to support present undergraduate and graduate students.

## Details

The main requirement of the post is 200 hours of small group teaching ('supervision') annually. The College Teaching Officer will be expected to supervise an average of 10 'weighted' hours per week over the 20-week teaching year.\* Any supervision above the required 200 'weighted' hours in an academic year will attract an additional payment at the College's standard supervision rate (currently £46.03 per hour of teaching of a pair of students, with the weightings applied for supervision of single students or larger groups). If the postholder supervises fewer than 200 'weighted' hours, a deduction will be taken from the salary at the same hourly rates, usually in instalments over a number of months at the start of the following academic year.

\*The teaching duties of the College's teaching officers are calculated according to a scale which values supervisions according to the number of students present: an hour's supervision of a single student is currently weighted 0.84; an hour's supervision of a pair of students is weighted 1; of three students 1.2; of four or more students 1.4.

The College Teaching Officer will be required to act, in co-ordination with colleagues, as a Director of Studies, whose primary duties are to advise and support students in their academic work and to identify and to liaise with appropriate supervisors and with the College Librarian to ensure that the book collection is developed appropriately. All Fellows are expected to devote time to the important task of interviewing and selecting prospective undergraduate students, and to participate in relevant open days and widening participation activities.

The College Teaching Officer will be required to pursue learning and research for the advancement of the subject including the obligation to be submitted for research audits for funding purposes if requested to do so by the University. An annual Research Allowance of £1,500 will be allocated, to be used for academic purposes, including the purchase of books or computing equipment and attendance at conferences or training courses. To further assist career development, the College Teaching Officer will be entitled to one term of sabbatical leave in each seven terms worked. The College encourages applications for additional leave through externally funded schemes, where available, subject to appropriate arrangements for substitute teaching being agreed.

The successful candidate may be invited (without obligation) to lecture, assess examination scripts or supervise postgraduate students for the Faculty of English, for which further fees would be paid. College Teaching Officers are likely from time to time to supervise undergraduates from other colleges, and are expected to pursue publication, editorial activities and (where appropriate) public engagement in their research time. The permission

of the Senior Tutor must be obtained if the College Teaching Officer wishes to do work beyond the types listed above, paid or unpaid, outside the Collegiate University.

The College will make provision to support the career development of the College Teaching Officer and offer appropriate training to extend their transferable skills. He/she will be allocated a College mentor throughout the period of the appointment and will be subject to annual appraisals.

The College Teaching Officer may be offered (subject to availability) single residential accommodation in College, including a study/teaching room; this is rent-free (a taxable benefit), with a charge to cover services. Otherwise, a room will be provided for teaching and other academic purposes. The College operates a Housing Loan scheme to assist in the purchase of a residential property. There is also a small tax-free allowance to cover out-of-pocket expenses incurred in the entertainment of students.

## Procedure

Applications should be made through the CASC Fellowship Application System [https://app.casc.cam.ac.uk/fas\\_live/fctoe/](https://app.casc.cam.ac.uk/fas_live/fctoe/) to arrive no later than 10am on Monday 10 March 2025. Applicants will need to provide (in pdf format) a covering letter and a curriculum vitae, detailing their educational record, the research on which they are engaged and their teaching experience and teaching style. Applicants are asked to consult the syllabus of the Tripos on the Faculty website ([www.english.cam.ac.uk](http://www.english.cam.ac.uk)), and to state in their application which papers of the Tripos they could teach. Selected candidates will be contacted on 17/18 March, asked to submit a sample of written work (up to 10,000 words) by 27 March, and invited for interview on 4 April. The names of two referees should also be given. They will be contacted and requested to provide references prior to shortlisting; please ensure that they are ready to do so by 12 March. Queries should be directed to the Master's Assistant Alice Bevington [[fellows.recruitment@fitz.cam.ac.uk](mailto:fellows.recruitment@fitz.cam.ac.uk)]. Anyone wishing to discuss the position informally is welcome to contact Professor Kasia Boddy [[kjb18@cam.ac.uk](mailto:kjb18@cam.ac.uk)] or Professor Subha Mukherji [[sm10014@cam.ac.uk](mailto:sm10014@cam.ac.uk)].

Fitzwilliam College values diversity and is committed to equality of opportunity. Applications are welcome from everyone irrespective of age, disability, gender, pregnancy, maternity/paternity, marital status or civil partnership, race, national origin, sexual orientation or any other protected characteristic.

The College will not restrict its consideration to applicants seeking full-time appointments. Applications for part-time (or job share) appointments will be welcomed. Applicants should make clear on their applications if they wish to be considered for a part-time or job share appointment.

The College reserves the right not to make an appointment, and not to limit its choice to those who apply. International applications are very welcome. Fitzwilliam College has a responsibility to ensure that all employees are eligible to live and work in the UK, and will support any visa application.

## Data Protection

Personal data that you supply to the College will be used solely for the purpose of this recruitment and managing the membership of the successful applicant. Data is processed in accordance with the Data Protection Act 2018. For more information see [www.fitz.cam.ac.uk/data-protection-and-foi](http://www.fitz.cam.ac.uk/data-protection-and-foi).