

**Faculty of Humanities & Social Sciences**

**School of Social, Historical & Literary Studies in conjunction with the National Museum of the Royal Navy (NMRN)**

**LECTURER/RESEARCH FELLOW IN THE HISTORY OF THE ROYAL NAVY IN THE AGE OF SAIL, CIRCA 1660-1815**

**3 year fixed term contract**

**10013569**

**THE POST**

Please see the attached job description and person specification.

**TERMS OF APPOINTMENT**

Salary is in the range:

Research Fellow: £12,500 - £15,000 per annum, subject to the National Museum of the Royal Navy terms and conditions.

Lecturer: £16,621 - £18,154 per annum, subject to the University’s term and conditions, given below.

Annual leave entitlement is 35 working days in a full leave year.  The leave year commences on 1 August and staff starting and leaving during that period accrue leave on a pro-rata basis.  In addition, the University is normally closed from Christmas Eve until New Year’s Day inclusive and there are a further five bank holidays.  Staff are likely to be asked to attend on weekends for recruitment activities at certain times of the year.

There is a probationary period of one year during which new staff will be expected to demonstrate their suitability for the post. Most academic staff new to Portsmouth will be expected either:

* to have already Descriptor 2 of the UK Professional Standards for Teaching and Supporting Learning in Higher Education and thus be Fellows of the HE Academy, or
* to achieve Descriptor 2 within their probationary year.

The UK Professional Standards are a set of standards for the HE sector and can be found at [www.heacademy.ac.uk/ukpsf](http://www.heacademy.ac.uk/ukpsf). The standards were updated in 2011. Successful achievement of one of the descriptors within the Standards Framework brings with it membership of the HEA at a level commensurate with the descriptor achieved (see table below):

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| Descriptor | HEA Fellowship Category | Target Group |
| D1 | Associate Fellow | Staff who support learning  Academic staff with limited teaching portfolios |
| D2 | Fellow | Early career teaching staff  Experienced academic staff with substantive teaching and learning responsibilities |
| D3 | Senior Fellow | Experienced academic staff who can demonstrate impact & influence through academic leadership &/or mentoring |
| D4 | Principal Fellow | Senior academic staff responsible for institutional leadership |

A discussion will take place at the formal selection interview about which Descriptor an individual should achieve within their probationary year. Therefore, it is important that applicants provide full information on the application form where they are in possession of a qualification in learning and teaching in HE and/or where they are already a Fellow of the Higher Education Academy.

It is the University's policy to take up references for candidates called for interview and to ask successful candidates to submit documentary evidence of their qualifications on taking up their appointment.

It is a condition of the appointment for the proper performance of the duties of the post that the appointee will take up residence at a location such that they are able to fulfil the full range of their contractual duties. This residential requirement will be expected to be fulfilled within twelve months of taking up the appointment. The University has a scheme of financial assistance towards the cost of relocation, details of which can be found on the University website <http://www.port.ac.uk/departments/services/humanresources/recruitmentandselection/informationforapplicants/removalandseparationguidelines/filetodownload,91621,en.pdf>.

If the position has a requirement for Disclosure and Barring Service check (DBS), this will be stated in the advert. The DBS Application Form will be provided once the selection process has been completed.

To comply with UKVI legislation, non-EEA candidates are only eligible to apply for this post if it has been advertised for a total of 28 days.

The appointee will be eligible to join the Teachers' Pension Scheme. The scheme's provisions include a final salary based index-linked pension and a lump sum on retirement together with dependants’ benefits.

All applications must be submitted by Midnight (GMT) on the closing date published. **UNIVERSITY OF PORTSMOUTH – RECRUITMENT PAPERWORK**

1. **JOB DESCRIPTION**

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| **Job Title:** | Full-Time Role, comprising:  Lecturer (University of Portsmouth 0.5 FTE)  Research Fellow (the Sailing Royal Navy) (National Museum of the Royal Navy 0.5 FTE) |
| **Faculty/Centre:** | Humanities and Social Sciences |
| **Department/Service:**  **Location:** | School of Social, Historical and Literary Studies |
| **Position Reference No:** | 10013569 |
| **Grade:** | 7 |
| **Cost Centre:** | 43016 |
| **Responsible to:** | Head of School |
| **Responsible for:** | N/A |
| **Effective date of job description:** | November 2014 |

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| **Purpose of Job:** |
| The National Museum of the Royal Navy (NMRN) and the University of Portsmouth require a specialist in the Sailing Navy between 1660 and 1815 to work on a variety of museum and academic projects. The post holder will be contracted at 0.5 FTE to each organisation, under a joint management agreement, responsible for the following areas in each case:  The NMRN is currently delivering a major set of exhibition galleries on the 20th and 21st century Navy: ‘HMS – Hear My Story’. As part of a wider plan the NMRN now wishes to develop plans for its future interpretation of the Sailing Navy in the period 1660-1815. The post holder will work with the Museum’s Collections, Learning and Research teams, lead on discrete elements of new exhibitions and associated interpretation, and carry out associated research.  The University of Portsmouth requires the post holder, working with a parallel new appointment in the 1800-1914 period, to develop and teach a new MA in naval history, contribute specialist units to the history undergraduate programme and extend our teaching and research interests in the early modern period. The successful candidate will also pursue research through publishing in refereed journals and books and expand the University’s Port Towns and Urban Cultures strategic research project. The post holder will also augment the University’s relationship with the NMRN in external funding bids and pathways to impact projects. |

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| **University: Key Responsibilities** |
| The appointee will:   1. Develop and teach a new MA in naval history and contribute to the History undergraduate programme 2. Offer specialist teaching in the sailing navy and its contexts, 1660-1815 3. Support and supervise individual students writing undergraduate and MA dissertations. 4. Supervise Doctoral candidates 5. Utilise the VLE for units taught and develop further teaching materials for on-line use. 6. Undertake if required the University’s Postgraduate Certificate in Education (HE). 7. Pursue research and scholarship through publishing in refereed journals and books and expand the University’s Port Towns and Urban Cultures strategic research project. 8. Augment the University’s relationship with the NMRN, working towards in both UK Research Council bids and pathways to impact projects. 9. Undertake such other duties as may be reasonably required by the Head of School. |
| **University Working Relationships (key individuals the job holder would be working with):** |
| History Subject Leader/Leader of the Port Towns and Urban Cultures research group  Course Team  Head of School  School Support Staff  Associate Dean (Students)  Associate Dean (Academic)  Associate Dean (Research) |

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| **NMRN: Key Responsibilities** |
| The appointee will:   1. Inform and guide, in conjunction with the Head of the Curatorial Team and the Curator/Project Director of HMS Victory, the interpretation of the sailing Navy across the NMRN. 2. Carry out high quality research into all aspects of the Royal Navy in the sailing period (1660 to the post Napoleonic Wars) 3. Promote the NMRN as a centre for research through high quality publication, articles, conference papers etc. 4. Develop suitable funding proposals for projects dealing with either research into, or the interpretation of, the sailing navy. 5. Assist with promotion / presentations to stakeholders, potential sponsors, media, etc. |
| **NMRN Working Relationships (key individuals the job holder would be working with):** |
| Director General of the NMRN  Director of Collections, Learning, Access and Research  Senior Research Fellow in Modern Naval History  Project Director of HMS Victory  Other research active staff  Collections team  Support staff |

1. **PERSON SPECIFICATION**

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| **No** | **Attributes** | **Rating** | **Source** |
| **1.** | **Specific Knowledge & Experience** |  |  |
|  | Breadth of knowledge of naval History | E | AF, S, P |
|  | Specialist knowledge of the sailing navy 1600-1815 | E | AF, S, P |
|  | Research interests/expertise/publications in other areas of the Royal Navy such as the Royal Marines, Ordnance Board, naval infrastructure and recruitment. | D | AF, S, P |
|  | Knowledge of the social and cultural history of the navy and its personnel | D | AF, S, P |
|  | Some understanding of the use of e-Learning or a willingness to undertake training in this area | E | AF, S, P |
|  | Knowledge of assessment procedures. | E | AF, S, P |
|  | Experience of teaching in Higher Education (full or part-time) | E | AF, S, P |
|  | Research publications that will contribute to the forthcoming REF. | E | AF |
| **2.** | **Skills & Abilities** |  |  |
|  | Well developed communication skills and ability to interact with a range of stakeholders. | E | AF, S, P |
|  | Excellent presentation skills. | E | AF, S, P |
|  | Ability to work effectively as part of a team. | E | AF, S, P |
|  | Liaison and organisational skills. | E | AF, S, P |
| **3.** | **Education &/or Training** |  |  |
|  | Relevant First degree | E | AF |
|  | PhD or PhD close to completion | E | AF |
|  | Completed Cert Ed (HE) | D | AF |
| **4.** | **Other Requirements** |  |  |
|  | Commitment to innovations in teaching and learning. | E | AF, S, P |
|  | Commitment to research in an appropriate field. | E | AF, S, P |
|  | Willingness to undertake administration appropriate to the position’s scale. | E | AF, S, P |
|  | Commitment to tutorial support. | E | AF, S, P |
|  | Have experience of placing research into the wider public arena and interacting with the public | D | AF, S, P |
|  | Have experience of successfully developing funding proposals leading to funding awards | D | AF, S, P |
|  | Experience of using Museum collections in historical research | D | AF, S, P |

**Legend**

Rating of attribute: E = essential; D = desirable

Source of evidence: AF = Application Form; S = Selection Programme; T = Test; P = Presentation

**JOB HAZARD IDENTIFICATION FORM**

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| **Please tick box(s) if any of the below are likely to be encountered by the applicant.** | | | |
| International travel | X | Ionising radiation |  |
| Manual Handling |  | Asbestos, Lead |  |
| Human tissue/body fluids  EPP Worker (Exposure Prone Procedures) |  | Driving on University business Mini-bus, Van, bus, forklift truck |  |
| Genetically modified Organisms |  | Food Handling |  |
| Noise > 80 DbA |  | Substances to which COSHH applies |  |
| Skin irritants/sensitisors |  | Small print /colour coding (electrical) |  |
| Night Duty  between 2200 hrs and 0600 hrs |  | Working at heights / with drains / in confined spaces |  |
| Display Screen Equipment | X | Access to children |  |
| Repetitive tasks | | Stress (workplace/workload demands, changes within dept etc) |  |
| Other (please specify) | | | |
| Please give details of any of the above as necessary: | | | |

**Line Manager/Supervisor to sign below:**

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| **Signed** |  |
| **Name (block capitals)** | Mr Fergus Carr, Head, SSHLS |
| **Date** | November 2014 |
| **Extension number** | 2173 |