

SCHOOL OF ADVANCED STUDY, UNIVERSITY OF LONDON

# Early Career Lecturer in Urban History after 1800

‘Our challenge is to become an indispensable component of the UK humanities research infrastructure.’

Professor Roger Kain, Dean and Chief Executive



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ADVANCED STUDY  
UNIVERSITY OF LONDON



INSTITUTE  
OF HISTORICAL  
RESEARCH

University of London  
School of Advanced Study



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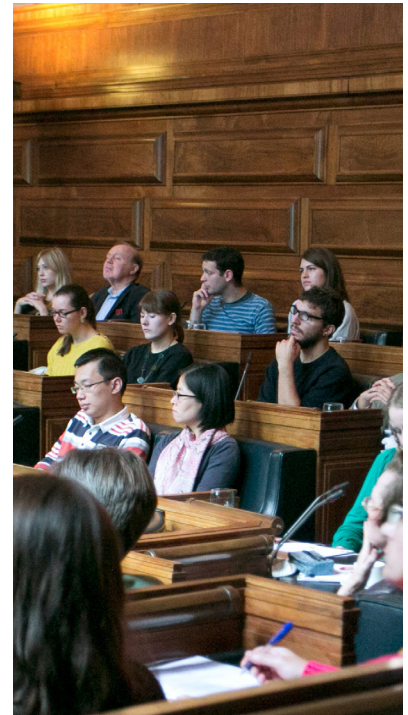
## Introduction from the Dean



The School is at a defining moment in its history, on the cusp of something really great. I consider that our recent funding review was a triumph – a resounding vote of confidence in the public benefit we generate. The Higher Education Funding Council for England (HEFCE) is to continue its investment; the University of London is increasing its financial commitment to the School; and we are actively fundraising. Our challenge is to become an indispensable component of the UK humanities research infrastructure. We are ready to do this. We have the ambition and we are building the resource. We will refresh and extend our academic capacity by increasing the number of academic staff in the next two years to deliver our strategic ambitions.

I very much look forward to working closely with you to further this agenda.

Professor Roger Kain  
Dean and Chief Executive CBE FBA



## Background Information

### The School of Advanced Study

The School of Advanced Study, University of London, is a unique institution in UK higher education. Comprising a set of postgraduate institutes and a variety of central academic initiatives, it is located within the Bloomsbury precinct of the University in the intellectual heart of London. It is the UK's national and international centre for the support, promotion and facilitation of research in the humanities, broadly defined. It does this in collaboration with other organisations, notably the Arts and Humanities Research Council (AHRC), the British Academy (BA), learned societies and government agencies.

The institutes of the School are:

*Institute of Advanced Legal Studies*  
*Institute of Classical Studies*  
*Institute of Commonwealth Studies*  
*Institute of English Studies*  
*Institute of Historical Research*  
*Institute of Latin American Studies*  
*Institute of Modern Languages Research*  
*Institute of Philosophy*  
Warburg Institute

Central academic initiatives include:

The Human Rights Consortium  
Public Engagement: 'Being Human' UK National Humanities Festival  
Visiting Fellows Programme  
The Human Mind Project  
Centre for Post-Colonial Studies

The mission of the School of Advanced Study (SAS) is to support national and international humanities researchers and scholars by creating opportunities for developing new research agendas and providing unique specialist services and resources. This stems from the special role and funding for research promotion and facilitation across the UK and internationally that HEFCE has given to the School.

In delivering our programme we are supported by the University of London which has, as a key part of its academic strategy, the School's mission to deliver world-class research promotion and facilitation.



## Institute of Historical Research

Founded in 1921, the Institute of Historical Research (IHR) is at the centre of the study of academic history. It provides a stimulating research environment for early in career researchers supported by the IHR's two research centres: the Centre for Metropolitan History and the Victoria County History; is home to an outstanding open access library, hosts the largest number of postgraduate history seminars in the UK, runs conferences and workshops, administers a large fellowships programme, develops and maintains a number of print and online resources for historians, offers events and seminars and has a dedicated programme of research training.

It has recently undergone a major £8m refurbishment providing enhanced and modernised spaces for the library, new academic offices, teaching and seminar rooms, and a new conference centre.

## The Centre for Metropolitan History

Established in 1988, the Centre for Metropolitan History is the leading national institution for research into the history of London and other great cities. The Centre undertakes pioneering research projects, which address many aspects of metropolitan history from the medieval period to the present day, and promotes discussion and debate through seminars, workshops and conferences. It also carries out important bibliographical and source-based projects to make historical information about London more easily accessible. The Centre has a flourishing graduate community, and contributes to the IHR's MA in Historical Research as well as to graduate supervision. For further details see: [www.history.ac.uk/cmh](http://www.history.ac.uk/cmh)



# The Role

## Summary

The Institute of Historical Research is seeking to appoint an early career\* lecturer in the field of Urban History (post-1800) for two years. The appointee will be attached to the Centre for Metropolitan History (CMH), which promotes research on the history of cities, with London a particular focus of its work. Candidates should have a track record of excellent research, reflected in publications and other contributions to scholarship, as well as plans for developing new projects. While expertise on the history of London is desirable, applications from candidates with research interests relating to other cities and regions, or who can demonstrate comparative approaches, are welcomed. The appointee will be expected to attract external funding to support their research. S/he will be expected to play a significant role in enhancing the IHR's role in research promotion and facilitation through the development of networks and events such as workshops and conferences, and in contributing to research training programmes. The postholder will be expected contribute where appropriate to the supervision of PhD students, as well as relevant masters programmes, but the emphasis of the post is on research facilitation and promotion, rather than teaching.

\* Between three and five years of successful completion of PhD.

## Further particulars

### Introduction

To contribute to the initiation, development, design and delivery of a programme of high quality research in the field of Urban History (post-1800) and to disseminate, facilitate and promote research in the field.

### Job Description

#### Research

1. To carry out high quality research in the field of urban and metropolitan history (post-1800) in line with the School of Advanced Study's Research Ethics policy or successor policies.
2. To identify research funding opportunities and prepare and submit robust applications for research grants and contracts to UK research councils and other funding bodies.
3. To contribute to the research programmes of the Centre for Metropolitan History, particularly in the history of London and other large cities.
4. To prepare and present findings of research activities to colleagues and at appropriate academic and practitioner events, including conferences and seminars.
5. To write, submit and revise papers to be published in relevant peer-reviewed journals, collaborating with others as necessary.
6. To develop new areas of research and prepare and submit research bids and proposals in relevant fields.
7. To prepare and submit robust applications for research grants and contracts to UK research councils and other funding bodies, in line with the School of Advanced Study's policies for quality assurance in such applications and liaising with appropriate administrative staff as necessary.

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## Research Promotion and Facilitation

8. To proactively help develop research promotion and facilitation activities in the name of the Institute of Historical Research through:
  - Convening academic events (conferences, seminars and workshops) of relevance to Urban History and the history of London within the fields of the humanities or cognate social sciences.
  - Coordinating, driving and editing publications arising from conferences and workshops, particularly those of the Centre for Metropolitan History.
  - Developing new collaborations with scholars, museums, archives, local government and policy-makers in the UK and internationally in order to facilitate research activity pertaining to the study of urban history and the history of London.

## Teaching and Doctoral Students

9. Where requested by the Institute Director, to contribute to the development of academic teaching modules, including for research training.
10. To assist in attracting and supervising MPhil/PhD students working in the field of urban history and the history of London.
11. To undertake administration pertaining to supervision of doctoral students required by the Quality Assurance Framework, Academic Quality and Standards Committee, and Research Degrees Committee (or equivalent).

## Other duties

12. To participate fully in the research life and the intellectual culture of the Institute and the School, for example, by participating in the Institute's conferences and seminars.
13. To prepare, in a timely fashion, reports and other information for inclusion in the annual reports or websites of the Institute of Historical Research and the School of Advanced Study, as requested.
14. Any other duties consistent with both the grade and scope of the post.
15. Any other duties reasonably required of the postholder by the Acting Director of the CMH following consultation.



## Person Specification

Experience	Essential	Desirable
Demonstrable plans for and clear potential for high quality research leading to publication in reputable academic journals and/or in monograph form. The work involved should be of such a nature likely to produce independent, original contributions to the subject area.	✓	
Experience of academic research.	✓	
A knowledge of the broad field of urban history since 1800, and particularly the history of large cities.	✓	
Experience of convening seminars, conferences or workshops.	✓	
Publication of own academic work in peer-reviewed journals or books.	✓	
Participation in academic networks.	✓	
Research interests in the history of modern London.		✓
Experience of applying for funds to support research.		✓
Teaching experience at Master's level in a University institution and associated assessment experience.		✓
Editing the work of others for publication.		✓
Technical knowledge and aptitude	Essential	Desirable
Well-developed academic writing, editing and presentational skills.	✓	
Good general IT skills, particularly the MS Office suite.	✓	
Education/professional qualification	Essential	Desirable
A PhD from a recognised University in a relevant discipline.	✓	
Good publication record commensurate with experience in the field of urban history.	✓	

Personal qualities	Essential	Desirable
Ability to work on own initiative.	✓	
Ability to work collaboratively and reliably as part of a team.	✓	
Ability to deal sensitively with a variety of external stakeholders.	✓	
High level of interpersonal and communication skills.	✓	
Willingness to participate in the wider scholarly mission of the School.	✓	
Willingness and ability to collaborate with others on research and to participate in research networks.	✓	
Willingness and ability to create and develop networks across different sectors, including academia, museums, archives, local government and the media.	✓	
<b>Reporting lines</b>	Reports to:	Acting Director of the Centre for Metropolitan History
	Responsible for (No. of staff in each grade)	None
<b>Special Demands Of The Role</b>		
Involvement in academic events may require occasional working outside of standard office hours.		

## Competency requirements

Competencies	Essential	Desirable
Proactivity and planning	C	C
Working with others	C	C
Organisational commitment	C	C
Resilience	C	C
Adapting to change	B	C
Problem solving and decision making	B	C
Creativity and innovation	C	C
Academic community focus	C	D
Interpersonal understanding	C	C
Managing resources	C	C
Leadership	N/A	N/A
Performance Management	N/A	N/A
<p>Competencies are scored on an A-D scale, with D representing the highest demonstration of the competency.</p> <p>For further information on each of the competencies and relevant levels, please refer to the University's Competency Model <a href="http://www.london.ac.uk/5258">http://www.london.ac.uk/5258</a></p>		



## Terms and Conditions of Service

The appointment will be made at an appropriate point on the Level 07 scale for Academic Research and Teaching (Research), at £34,030 - £41,137 per annum. Please note that this figure is inclusive of the University's recently consolidated London Weighting.

More information about the staged increases and consolidation of London Weighting can be found here: <http://www.london.ac.uk/5688.html>. Our salary scales can be found here: <http://www.london.ac.uk/2586.html>

An appointment with the University of London is offered on the Terms and Conditions of Employment for Administration, Managerial and Professional Staff of the Central University: <http://www.london.ac.uk/4298.html>

All offers of appointment are subject to the University receiving satisfactory references. References will be taken up prior to interview.

The University of London confirms its commitment to equal opportunities in all its activities. It is intended that no job applicant or employee will receive less favourable treatment on the grounds of political belief, sex, sexual orientation, disability, marital status, race, nationality, ethnic origin, religion or social class. Selection and promotion criteria will be kept under review to ensure that individuals are treated on the basis of the job requirements and on their relevant personal merits, and are not disadvantaged by conditions or requirements, which cannot be shown to be justifiable.

If you have a disability and are interested in this post, your application is welcomed. For an informal discussion you may wish to contact the Recruitment Team on:

Telephone: 020 7862 5787

Email: [ulrecruit@london.ac.uk](mailto:ulrecruit@london.ac.uk)

## Employee Benefits Summary

Pension	<p>The University operates the Universities Superannuation Scheme Limited (USS) final salary pension scheme.</p> <p>The University will contribute a sum equal to 16% of your salary while you pay 6.5 or 7.5% depending on your eligibility for either the Final Salary or Career Revalued Benefits section of the scheme.</p>
Holiday	<p>6 weeks (30 days) paid leave per annum plus Statutory Public Holidays.</p> <p>In addition, the University is normally closed for six days a year: one day either side of Easter and the remainder between Christmas and New Year.</p> <p>Part-time staff will be entitled to the pro-rata equivalent.</p>
Travel season ticket loan	Interest-free pay advances are available for staff to purchase annual season tickets (for tube and rail travel and certain privately-operated coach services, including annual fees for commuter parking).
Childcare voucher scheme	Childcare vouchers enable parents to pay for childcare from pre-tax and national insurance income.
Life cover	Active members of the USS pension scheme automatically receive life cover. A lump sum of three times your salary together with a pension for your dependants will be payable should you die before retirement while in employment.
Enhanced maternity and adoption pay	Qualifying employees are entitled to enhanced maternity/adoption pay: 8 weeks' full pay, 16 weeks' half pay, 15 weeks' Statutory Maternity/Adoption Pay. This compares to the statutory provision of 90% of average pay for 6 weeks followed by Statutory Maternity/Adoption Pay for 33 weeks.
Enhanced paternity pay	Qualifying employees are entitled to the first week of the two-week paternity leave entitlement at full pay. This compares to the statutory provision of two weeks' pay at the statutory rate.
Enhanced sick pay	Occupational sick pay is offered in accordance with length of service rising to six months full pay/six months half pay after five years' service.
University of London Staff Benefits	All staff are eligible to take advantage of the staff benefits packages which includes discounts on shopping, tax-free cycle schemes, salary sacrifice plans for mobile phones, computers and tablets, and a confidential employee assistance helpline available to staff and their families 24/7, plus lots more.
Health	<p>Free bi-annual eye tests for staff using VDUs and help towards the purchase of glasses.</p> <p>Discounted private medical insurance.</p>

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## Timetable

### Key Dates

Closing date: Sunday, 16 October 2016  
(midnight) Interviews: November 2016

It is expected that the successful candidate would be available to start in January 2017.

## Queries

If you wish to have an informal discussion about the appointment then please contact Dr Mark Merry, Acting Director of the Centre for Metropolitan History, Institute of Historical Research:

mark.merry@sas.ac.uk  
Tel: 020 7862 8750

For queries relating to the application process or if you need any additional information, please contact

Zoe Collier  
020 7862 5787  
zoe.collier@london.ac.uk

## How to Apply

To apply for this job please submit a comprehensive CV and covering letter, through the University of London Careers page.

Please ensure that your covering letter fully states how your skills and experience match the person specification for this role; your CV should cover your full career history and provide details of associated responsibilities and key achievements.

You should also provide the name, position, organisation and telephone contact number for two referees. Unless you request otherwise, these will be contacted if you are shortlisted for interview.

Finally please ensure that you have included mobile, work and home telephone numbers on your CV, as well as any dates when you will not be available or might have difficulty with the indicative timetable.

The closing date for applications is **Sunday, 16 October (midnight)**.  
Interviews are scheduled to take place in November 2016.



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[www.sas.ac.uk](http://www.sas.ac.uk)



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