

Oxford Centre for Islamic Studies



*A Recognized Independent
Centre of the University of Oxford*

Oxford Centre for Islamic Studies

INSTRUCTORSHIP IN ARABIC

Applications are invited for an Instructorship in Arabic tenable for three years renewable from 1 September 2019. The salary will be according to experience on the scale £25,000 - £32,000 per annum. The Instructor will be expected to develop and expand teaching for the four levels of the Cambridge MSA course.

Further particulars of the post, which all candidates are asked to consult, may be obtained from the Centre's website at www.oxcis.ac.uk. The closing date for applications is **30 April 2019**.

INSTRUCTORSHIP IN ARABIC FURTHER PARTICULARS

Responsible to:	Director
Hours of Work:	37.5 per week, (office hours typically 9:00-5:30 Monday to Friday with one hour for lunch), but will need to work some hours during evenings or at weekends to cater for our students
Holiday Entitlement:	35 days per annum including public holidays
Probation Period:	Contracts are offered on an initial 6 month probationary period
Salary:	In the range of £ 25,000 – £32,000 per annum depending on experience
Benefits:	Contributory pension scheme, lunches provided during term time, free gym membership, common room membership, office space

1. This appointment is for a fixed term of three years renewable, subject to contract, with effect from 1 September 2019, or as soon as possible thereafter.
2. The Instructor's initial commitment will be to provide up to 20 hours of instruction in Modern Standard Arabic in each week of term. Some of these may be scheduled for early evenings to accommodate members of the public. It is anticipated that courses on offer will increase as the Instructor develops the programme.
3. The Instructor will join the academic staff of the Centre. The Centre's academic and research interest range widely, including languages, history, Islamic studies, politics, economics, law, Islamic finance and anthropology.
 - Applicants must have a native or equivalent command of Arabic, and be fluent in English.
 - A first degree (BA) in Arabic Language or Literature is desirable. A further degree (MA or PhD) in teaching Arabic as a foreign language, or in applied linguistics, would be an advantage.
 - Proven experience of teaching Arabic from elementary to advanced levels in a higher education or equivalent institution is essential. Experience of leading students through literary and historical texts would be an advantage. Competence to teach a colloquial dialect would also be an advantage.
 - Applicants must be able to demonstrate that they can develop teaching materials, making full use of the resources available.

- Applicants must be able to demonstrate that they can work well in a team and co-operate with colleagues in the organisation and administration of their subject.
4. The Centre currently offers courses each term in Modern Arabic at the beginners, intermediate and advanced levels for both students and members of the public.
 5. The successful candidates will be expected to play a full part in the academic and social life of the Centre. The holder of the post is not eligible to apply for sabbatical leave.
 6. Letters of application, including a curriculum vitae, a list of any publications, and the names of two referees should be electronically sent to the Assistant Registrar (Gordon.brown@oxcis.ac.uk), Oxford Centre for Islamic Studies, Marston Road, Oxford, OX3 0EE. (telephone: 01865 618500) for receipt no later than **30 April 2019**. There is no application form.

Background to the Oxford Centre for Islamic Studies

About the Centre

The Oxford Centre for Islamic Studies is incorporated by Royal Charter. It is a Recognised Independent Centre of the University of Oxford and is registered as a charity (number 293072). The Patron of the Centre is HRH the Prince of Wales. The Centre was founded in 1985 with the aim of encouraging a better understanding of Islam and contemporary Muslim societies through learning and scholarship. To this end, the Centre supports students and post-doctoral researchers, hosts lectures and seminars, and maintains a well-equipped library. Full details of the Centre's work, staffing and premises can be found at www.oxcis.ac.uk.

The Centre Building

The Centre occupies new, purpose-built premises in Marston Road, Oxford. This building combines on a single site the academic, social, and residential functions of the Centre, and is a physical symbol of partnership, toleration, and friendship between the Islamic and Western worlds of learning. The Centre's premises, which combine traditional Oxford and Islamic architectural styles, occupy a 3.25 acre site in the Marston Road. They provide the Centre with accommodation for up to 54 students and Visiting Fellows, a dining hall, a mosque, an auditorium, beautifully landscaped gardens and quadrangles, and teaching and seminar rooms.

Working at the Centre

This is an exciting time for the Oxford Centre for Islamic Studies, and a great time to join our team. We are expanding and this is an excellent opportunity to contribute to a significant new development in Oxford academic life.

Right to Work in the United Kingdom

As required by The Immigration, Asylum and nationality Act 2006 applicants will be asked to provide proof of their right to work in the UK before employment can commence. Please note that original documents will be required. Where such documents are not in English, a certified translation is necessary. Please do not include these documents with your application. A request for the relevant information will be made at a later stage.

Equality and Diversity

The Centre is committed to the principle and practice of equality of opportunity. The Centre seeks to ensure that all candidates are treated fairly and that selection is based on individual merit and selection criteria relevant to the post.