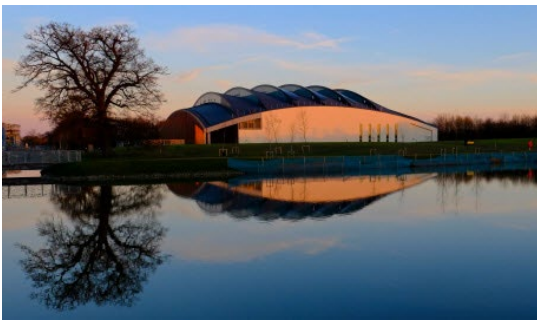


# Teaching Associate in the Sociology of Gender and Reproduction (Fixed Term)

Department of Sociology

Closing Date: 23 September 2024

Job Reference: JM43172



# Teaching Associate in the Sociology of Gender and Reproduction

**Salary:**

£33,966 - £44,263

**Contract:**Starting as soon as possible,  
fixed term until August 2026**Location:**

Cambridge

**Department:**

Sociology

**Responsible to:**

Head of Department

**Working Pattern:**

Full Time

**Outline of the role**

The role-holder will be expected to maintain the Department and University's national and international reputation for excellence in teaching.

The role holder will:

- Primarily teach on the undergraduate papers SOC10 Gender and SOC13 Health, Medicine and Society
- Contribute to other undergraduate papers on gender and reproduction including SOC4 Concepts and Arguments and by supervising Undergraduate dissertations
- Contribute to teaching on the MPhil in Sociology pathways and the MPhil in Health, Medicine and Society according to research expertise
- Mark and assess undergraduate and MPhil work

General duties will include teaching, course development and innovation, outreach and examining.

**Key responsibilities****Teaching**

- Plan, prepare and deliver lectures, seminars and classes for the students on the relevant programmes, including lecture material and handouts. This may include developing course content in response to changes in the programme or student feedback.
- Contribute to curriculum design/writing a syllabus for a single course within an agreed framework. This may include developing course content in response to changes in the programme or student feedback.
- Change and adapt course material following research.
- Provide guidance and academic advice to students.
- Where relevant, contribute to the delivery of the MPhil programme (teaching, examining, administration and supervision).
- Provide study skills sessions to undergraduate students



**Key responsibilities continued:**

## Examining

- Set and mark examination papers.
- Mark and assess coursework, including examination papers and undergraduate dissertations.
- Write constructive essay feedback and thesis reports.
- Participate in examinations, including Examiners' meetings and, where relevant, oral or practical examinations.
- Provide feedback to students on assessed work via the supervisor.

## Administration

- Co-ordinate staff and supervisors undertaking teaching on modules.
- Participate in departmental meetings and undertake administrative duties, as commensurate with the grade of the role.
- Provide references for students.

## Supervision

- Where required, undertake undergraduate supervision in addition to their University duties. This will be re-numerated separately by the Colleges.

## Student Recruitment and Admissions

- Take part in open days
- Deliver outreach sessions

## Professional Development and Applied Scholarship

- Attending conferences on pedagogy and where appropriate within the discipline.
- Contribute to the production of online learning resources for internal student use.
- Pursue relevant pedagogical training and skills acquisition available at the University and beyond.

# Person Specification

Criteria	Essential	Desirable
<b>Education</b>		
Educated to degree level, normally with a PhD in the Sociology of Gender or related social science discipline or equivalent demonstrable experience and /or a teaching qualification as appropriate.	✓	
<b>Skills</b>		
The role holder should have some experience of successfully developing and delivering teaching at university level, including both lectures and seminars or smaller group work	✓	
The role holder should have a proven specialist academic interest in the subject of the Sociology of Gender	✓	
Excellent interpersonal and communication skills are required to explain concepts and complex information to non-experts, develop and encourage the commitment to learn in others and to present material to a range of audiences.	✓	
The role holder may also need to provide pastoral assistance to students although more in-depth issues would be referred to College Tutors in the first instance		
Ability to maintain and develop their knowledge in the subject area by reading other academic material, attending conferences and active discussions with other academics in the field	✓	
Experience of delivering study skills sessions on essay writing and dissertations to undergraduate students		✓
Evidence of excellent administrative and organisational skills	✓	
Experience of co-ordinating several different groups of people for meetings		✓
Consideration and respect for the ideas, circumstances and feelings of others. Treats everyone with fairness and respect, adhering to the principles of diversity and inclusion.	✓	

# The Department of Sociology



The Department of Sociology is based in the Faculty of Human, Social and Political Science (HSPS), along with the Department of Politics and International Relations, the Department of Archaeology and the Department of Social Anthropology. The Faculty sits within the School of the Humanities and Social Sciences.

The Department of Sociology is part of a joint undergraduate degree programme in Human, Social and Political Sciences (HSPS) which has around 160 students. In the second and third year students may specialise or take a joint track in Sociology and Sociology papers are borrowed widely by other departments as well.

[Human, Social, and Political Sciences - HSPS Tripos | \(cam.ac.uk\)](http://www.cam.ac.uk/human-social-and-political-sciences-hsps-tripos)

There is a vibrant MPhil and PhD programme. There are currently about 80 students working on PhDs on a diverse range of topics in sociology and 55 MPhil students annually. [Postgraduate Study | Department of Sociology \(cam.ac.uk\)](http://www.cam.ac.uk/postgraduate-study-department-of-sociology)

Cambridge Sociology has a strong research profile and a vibrant teaching programme at both the undergraduate and graduate levels. The Department is committed to theoretically strong, empirically oriented research in three key areas:

- Theory and Culture
- Politics and Inequality
- Science and Technology

In each of these areas we have several members of staff developing research projects and managing research groups.

Further information about research interests and recent publications of staff and postdocs can be found on the Department's website: <http://www.sociology.cam.ac.uk>

# The School of Humanities and Social Sciences

**The School of the Humanities & Social Sciences is a diverse community of academics, students and staff from across all of our related subjects. Cambridge's reputation for excellence rests upon our outstanding teaching and our world-class research. The Institutions of the School support scholars who are leading authorities in their fields, and are home to innovative and collaborative research projects which continue to push the boundaries of our knowledge and refine how we think and see the world.**

## **About the School**

The six Schools of the University are administrative groupings of related subjects. The Council of each School acts as a coordinating organisation for the group, managing and prioritising requests from Faculties and Departments for consideration by the General Board.

The following institutions are within the scope of the Council of the School of the Humanities and Social Sciences:

- Faculty of Economics
- Faculty of Education
- Faculty of History
- Faculty of Law
- Department of Archaeology
- Department of History & Philosophy of Science.
- Department of Land Economy
- Department of Politics and International Studies.
- Department of Social Anthropology
- Department of Sociology
- The Institute of Criminology



The School's total annual expenditure from grants, fees, research grants and contracts and other sources is about £65m. The institutions in the School employ about 1000 staff (academic, assistant and contract). The School has more than 5,000 students, undergraduates and postgraduates, over a quarter of the University's total student population. The post holder will be an integral member of the School Office team.

The Council of the School is chaired by the Head of School, fulfilled by an appointment of a senior academic and supported by a Deputy Head with an education portfolio. The School Office is currently based at 17 Mill Lane, in central Cambridge

# Terms of Appointment

## Tenure and probation

Appointment will be made on a fixed term basis to 31 August 2026. The funding for this role has an end date of 31 August 2026 due to temporary teaching needs with limited duration and the contract must finish by that date

Appointments will be subject to satisfactory completion of a probationary period, which will be set dependent on the role and the length of tenure.

## Hours of Work and Working Pattern

The appointment is full-time, working Monday-Friday.

## Pension

You will automatically be enrolled to become a member of USS (Universities Superannuation Scheme) – a hybrid pension scheme. If you are already a member of the NHS Pension scheme, you may be eligible to continue in the scheme and should contact the Pensions section of the University. For further information please visit: [www.pensions.admin.cam.ac.uk/](http://www.pensions.admin.cam.ac.uk/).

## Annual leave

Full time employees are entitled to annual paid leave of 41 days inclusive of public holidays. For new part-time employees, annual leave will be pro rata'd based on days worked.

## General information

### Pre-employment checks

#### Right to work in the UK

We have a legal responsibility to ensure that you have the right to work in the UK before you can start working for us. If you do not have the right to work in the UK already, any offer of employment we make to you will be conditional upon you gaining it.

**Health declaration** Once an offer of employment has been made the successful candidate will be required to complete a work health declaration form.

#### Qualifications

The person specification for this position lists qualifications that are essential and/or desirable. Please note that if you are offered the post you will be asked to provide your relevant original certificates of these qualifications.

**References** - offers of appointment will be subject to the receipt of satisfactory references.

#### Information if you have a disability

The University welcomes applications from individuals with disabilities. We are committed to ensuring fair treatment throughout the recruitment process. We will make adjustments to enable

applicants to compete to the best of their ability wherever it is reasonable to do so and, if successful, to assist them during their employment.

Information for disabled applicants is available at <http://www.admin.cam.ac.uk/offices/hr/staff/disabled/>

We encourage you to declare any disability that you may have, and any reasonable adjustments that you may require, in the section provided for this purpose in the application form. This will enable us to accommodate your needs throughout the process as required. However, applicants and employees may declare a disability at any time.

If you prefer to discuss any special arrangements connected with a disability, please contact, the Department Administrator, who is responsible for recruitment to this position.

# The University

**The University of Cambridge is one of the world's oldest and most successful universities. We are a renowned centre for research, education, and scholarship that makes a significant contribution to society. The University is consistently ranked amongst the top universities in the world. Our affiliates have won more Nobel Prizes than any other University.**

Our sustained pursuit of academic excellence is built on a long history of world-leading teaching and research within a distinctive collegiate system. For eight centuries our ideas and innovations have shaped the world. Our principal goal is to remain one of the world's leading universities in an increasingly competitive global higher education sector. Today the University of Cambridge is at the centre of a cluster of over 4,300 businesses employing 58,000 people.

Our capital investment projects include academic and commercial growth at both the West Cambridge Innovation District, and the Biomedical Campus in the south of the city. Eddington, in North West Cambridge, is a mixed-use development including key worker housing for staff, a community centre and a new primary school, managed by the University. Through these projects, the University is deeply embedded in, and committed to serving, our local community. These are all conspicuous signs of a University that is not only adapting to new needs, but also anticipating the future.

Our mission is to contribute to society through the pursuit of education, learning, and research at the highest international levels of excellence. Our core values are:

- freedom of thought and expression; and
- freedom from discrimination.





# About Us

**The University is one of the world's leading academic centres. It comprises 150 faculties and departments, together with a central administration and other institutions. Our institutions, museums and collections are a world-class resource for researchers, students and members of the public representing one of the country's highest concentrations of internationally important collections.**

The University has an annual income of £2 billion. Research income, won competitively from the UK Research Councils, the European Union (EU), major charities and industry, exceeds £500 million per annum and continues to grow.

The Colleges and the University remain committed to admitting the best students regardless of their background and to investing considerable resources both in widening access and financial support. The 31 Colleges are self-governing, separate legal entities which appoint their own staff. Many academic staff are invited to join a College as a Teaching Fellow, which provides a further social and intellectual dimension. The Colleges admit undergraduate students, provide student accommodation and pastoral support and deliver small group teaching for undergraduates.

The University awards degrees and its faculties and departments provide lectures and seminars for students and determine the syllabi for teaching.

Our instinct for seeking out excellence and setting up enduring and mutually beneficial collaborations has led us to establish strategic partnerships across the globe. Whether it is the successful Cambridge-Africa Programme involving universities in Ghana, Uganda and elsewhere on the African continent; or the close association with the government of India to pursue new research in crop science; or the creation, with Germany's Max Planck Institutes, of a Cambridge-based centre for the study of ethics, human economy and social change – international partnerships are now an inextricable part of the University's make-up.

“Cambridge graduates and researchers have made – and continue to make – a colossal contribution to human knowledge and the understanding of the world around us. Their work touches on the lives and livelihoods of everyone from patients diagnosed with life-threatening diseases, to residents of areas critically affected by climate change, to children growing up in conflict zones. It has a lasting impact on our society, our economy and our culture: the world is truly a better place thanks to their efforts.”

*Stephen Toope, Vice Chancellor 2019*



# Working at the University

**Working at Cambridge you will join a diverse, talented and innovative community, with more than 23,000 students and over 16,000 staff from all walks of life and corners of the world.**

The University continually explores strategies to attract and retain the best people. It is committed to supporting its staff to achieve their best. We are a fair, diverse and inclusive society and we believe our staff are our greatest asset. There is strong commitment to developing institutional leadership and supporting and encouraging staff development at all levels.

We offer a variety of roles including academic, research, professional, managerial and support roles. We also offer extensive benefits and excellent learning opportunities within a stimulating working environment.

The University's estate is undergoing the most significant transformation in its history. Cambridge has been able to create a science and technology campus to the west of the city centre, and is expanding further to the north west of Cambridge including investing in affordable homes for University key workers and community facilities. Even with our continued development, the University remains within walking or cycling distance across the campus. The University is a major partner on the Cambridge Biomedical Campus and we continue to redevelop our historic city centre sites demonstrating our determination to ensure that we can offer the best facilities and opportunities for our staff and students.



## Equality & diversity

The University has built its excellence on the diversity of its staff and student community. We aim to be a leader in fostering equality and inclusion, and in promoting respect and a sense of belonging for all. We encourage applications from all sections of society. All appointments are made on the basis of merit. We have an Equal Opportunities Policy, along with a range of diversity groups, including the Women's Staff Network, Race Equality Network and LGBT+ Staff Network. More details are available here:

<http://www.equality.admin.cam.ac.uk/>

The University has a bronze Race Equality Charter award, with a framework for improving the representation, progression and success of minority ethnic staff and students within higher education. Furthermore, the University's silver Athena swan award recognises and celebrates good practice in recruiting, retaining and promoting gender equality.

# Living in Cambridge

**Cambridge is rich in cultural diversity. From beautiful University and College buildings, museums and art galleries, quaint gardens and punts on the River Cam, to a vibrant restaurant and café scene, our employees are surrounded by the wonderful features of this unique city.**

You can find a wide-range of high street shops and 3 shopping centres, with independent alternatives at the historic market and nestled within the passageways in the city centre. You will find a cinema, bowling alley, a nightclub and various live performances at the Cambridge Leisure Park, with further entertainment options at the Corn Exchange, Arts Theatre and the ADC Theatre. Further information can be found on the Visit Cambridge website.

If you prefer the faster pace of life, London is a 45 minute train journey away. For those travelling from overseas, Stansted Airport is just 45 minutes away and Heathrow Airport under 2 hours away. The University is a short distance from a host of other attractions such as Ely Cathedral, Newmarket Races and various wildlife parks and stately homes. Cambridge is also within easy reach of the beautiful Broads and coastlines of Norfolk and Suffolk.

## Relocation Support

The University recognises the importance of helping individuals to move and settle into a new area. We provide support and guidance to those relocating internationally or domestically to take up a post at the University of Cambridge, liaising with other University offices and selected partners to ensure comprehensive relocation support is available. This includes: accommodation, childcare, schools, banking, immigration and transport. If you would like further information, please visit <https://www.accommodation.cam.ac.uk/RelocationService/>. The Shared Equity Scheme and the Reimbursement of Relocation Expenses Scheme provide financial assistance to qualifying new members of staff with the costs of relocating to Cambridge.

## Accommodation Service

The University Accommodation Service helps staff, students and visiting scholars who are affiliated to the University in their search for suitable accommodation in Cambridge. The dedicated accommodation team can provide access to a wide range of University-owned furnished and unfurnished properties, and has a database of private sector accommodation available for short and long-term lets. For further information and to register with this free service please visit <https://www.accommodation.cam.ac.uk/>



# What Cambridge can offer

**We offer a comprehensive reward package to attract, motivate and retain high performing staff at all levels and in all areas of work.**

The University offers a wide range of competitive benefits, from family leave entitlement, to shopping and travel discount schemes. Our generous annual leave package contributes to the positive wellbeing of our University employees. Sabbatical leave enables academics to focus on research and scholarship, whilst still maintaining their full salary. The University also has a [career break scheme](#) for academic and academic-related staff, with additional flexible working policies for all other staff.

## Pay and benefits

The University salary structure includes automatic service-related pay progression in many of its grades and an annual cost of living increase. In addition to this, employees are rewarded for outstanding contribution through a number of regular pay progression schemes. The University offers attractive pensions schemes for employees, with an additional benefit of a salary exchange arrangement providing tax and national insurance savings.



## CAMbens employee benefits

The University offers employees a wide range of competitive benefits, known as CAMbens. CAMbens offers something for everyone across a range of categories, including:

- Financial Benefits, including shopping discounts (both local and national) and a Payroll Giving scheme;
- Relocation and Accommodation Benefits, including relocation assistance and interest-free Rental Deposit Loans;
- Travel Benefits, including Cycle to Work, discounts on train season tickets and interest-free Travel to Work loans;
- Family Friendly and Lifestyle Benefits, including support with childcare and family friendly policies;
- Health and Wellbeing Benefits, including a University Staff Counselling Service, discounts at the University Sports Centre, and other local gyms, and healthcare schemes.



# What Cambridge can offer

## Family-friendly policies

The University recognises the importance of supporting its staff. We have a range of family-friendly policies to aid employees' work-life balance including a generous maternity, adoption and shared parental leave entitlement of 18 weeks full pay, and paid emergency leave for parents and carers.

Other family-friendly support includes:

Our highly regarded workplace nurseries, a childcare salary exchange scheme and a high quality holiday Playscheme may be available to help support University employees with caring responsibilities (subject to demand and qualifying criteria). Further childcare information can be found here:

<https://www.childcare.admin.cam.ac.uk/>

The [Newcomers and Visiting Scholars Group](#) is an organisation within the University run by volunteers whose aim is to help newly arrived wives, husbands, partners and families of Visiting Scholars and members of the University to settle in Cambridge and give them an opportunity to meet local people. The Postdoc Academy supports the postdoctoral community within Cambridge. Further details are available here: <https://www.postdocacademy.cam.ac.uk/>

## Your wellbeing

The University's Sport Centre, Counselling Services and Occupational Health are just some of the support services available to University employees to promote their physical and mental wellbeing. The University delivers The Festival of Wellbeing annually, which is a programme of stimulating talks and activities, which aim to promote wellbeing and good mental and physical health. The University also hosts the [Cambridge Festival](#), which is a great opportunity to get your first taste of public engagement, through volunteering, supporting hands-on activities or proposing a talk.

## Development opportunities

We support new employees to settle in through various activities as well as supporting their professional and career development on an ongoing basis. Our Personal and Professional Development (PPD) team provide development opportunities for all University employees, including face-to-face sessions, online learning modules and webinars. All employees also have unlimited access to LinkedIn Learning to support their development. Both new and existing employees can undertake funded Apprenticeships, which lead to a range of vocational and professional qualifications. We offer reduced staff fees for University of Cambridge graduate courses and the opportunity to attend lectures and seminars held by University departments and institutions. A range of University training providers also offer specialist learning and development in their own areas e.g. teaching and learning, digital literacy, finance, health and wellbeing, safety.



# How to apply

Applications should be submitted online via the University of Cambridge jobs page [www.jobs.cam.ac.uk](http://www.jobs.cam.ac.uk) by clicking “Apply online” in the job advert. You will need an email address to register for our online system.

Conversations about flexible working are encouraged at the University of Cambridge. Please feel free to discuss flexibility prior to applying (using the contact information below) or at interview if your application is successful.

Informal enquiries are welcomed and should be directed to:  
Lara Gisborne, Department Administrator

**Email:** [administrator@sociology.cam.ac.uk](mailto:administrator@sociology.cam.ac.uk)

If you have any queries regarding the application process please contact [hr@hsps.cam.ac.uk](mailto:hr@hsps.cam.ac.uk)

The closing date for applications is: 23 September 2024

The interview date for the role is: 9 October 2024