

RESOURCING/ Additional Information



School of European Culture and Languages

The School of European Culture and Languages (SECL) is a multidisciplinary school and one of the largest at the University of Kent. Comprising six departments, the School embraces Classical and Archaeological Studies (including Ancient History), Comparative Literature, English Language and Linguistics, the Modern Languages (French, German, Hispanic Studies, and Italian), Philosophy, and Religious Studies, as well as programmes in Asian Studies and World Literature. It plays a major role in the University's mission to be the 'UK's European university' and prides itself on a strong sense of academic community.

SECL aims to achieve excellence in both teaching and research. The School brings together researchers who study culture in a wide range of historical and contemporary contexts. Across the various disciplines, there are shared interests in cultural history, heritage, language and literature, material culture, medical humanities, philosophy, and religion.

The School benefits from a number of research centres where both specialist and multidisciplinary research take place. These centres are: Heritage; Language and Linguistic Studies; Late Antique Archaeology; Modern European Literature; and Reasoning. Our staff also work closely with colleagues across the Faculties of Humanities and Social Sciences in two interdisciplinary research centres: Critical Thought; Interdisciplinary Study of Film and the Moving Image.

The School comprises over 70 academic staff, 50 part-time teaching staff, and a team of 20 professional service staff. Student numbers remain buoyant with over 1,200 undergraduates studying a wide range of single and joint honours programmes. Many taught programmes are available to be taken in combination with others across the Faculties of Humanities and Social Sciences. We also offer a wide range of Year Abroad opportunities in Europe, America, and Asia.

The School's undergraduate teaching is complemented by a varied and growing portfolio of taught Master's programmes, all of which are designed to provide excellent progression routes for graduating students. Staff contribute to a range of MA programmes delivered at the University's European centre in Paris, an MA in Heritage Management near Athens, and three MAs – Ancient History; Roman History and Archaeology, Rome – Ancient and Modern partially taught in Rome.

SECL is home to a thriving community of doctoral students, all of whom contribute to the School's multidisciplinary research culture. In 2013, the Faculty of Humanities was part of a successful £17 million Doctoral Training Partnership bid to the Arts and Humanities Research Council. The Consortium for the Humanities and the Arts South-East England (CHASE) brings together Kent, the Courtauld Institute of Art, Goldsmiths, the Open University, and the Universities of East Anglia, Essex, and Sussex. CHASE will support well over 200 doctoral students during the five-year partnership and offer students a wide range of opportunities to gain professional experience, to study across institutions and disciplines, and to acquire advanced research skills.

Our student satisfaction rates are consistently high. The School scored above the national average for student satisfaction in the National Student Survey 2016 and was ranked in the top 10 in the UK for overall student satisfaction in the following subjects: Archaeology (7th) and Comparative Literature (3rd). and all subjects achieved excellent results for overall teaching satisfaction. Students also benefit from an international experience enriched by equality, diversity, and inclusivity, with opportunities to combine study with work placements and time abroad.

For further details, please visit www.kent.ac.uk/secl

Department of Modern Languages

The Department of Modern Languages comprises five subject areas: French, German, Hispanic Studies, Italian and European Studies. The Department offers a range of undergraduate degrees in these areas, both as single and joint honours programmes, and students are provided the opportunity to study or work abroad for a year. The University's ideal location, as the closest UK university city to mainland Europe, enables the Department to maintain close links with other European countries. Postgraduate programmes at our Canterbury and Paris campuses offer more specialist study supported by academics with well-established track records in world-leading research.

Research Culture

Together with colleagues from the Departments of Comparative Literature and English Language & Linguistics, the Department of Modern Languages was part of Kent's REF2014 submission to Modern Languages and Linguistics. The submission was ranked 3rd in the UK, with 85% of its published research graded 'world-leading' or 'internationally excellent'.

The combination of subject areas – Comparative Literature, French, German, Hispanic Studies, and Italian – ensures a dynamic research community, covering all the major aspects of European literature and culture. For staff research interests, please see our staff profiles at:

www.kent.ac.uk/secl/modern-languages/staff/index.html

Departmental research is supported by generous funding at both School and Faculty levels, through funding streams for research development, conference attendance, impact activities, and the incentivization of research grant applications.

Research Centres

Staff in Modern Languages are active members of several of the University's Research Centres, including the Centre for Critical Thought, the Centre for Film and Media Research, and the Centre for Modern European Literature.

Housed within SECL, the Centre for Modern European Literature was established in 2008 to promote collaborative and interdisciplinary research in the field of European literature from the late eighteenth century to the present day. This research centre holds regular themed research seminars and lectures, organises and provides financial support for conferences, and runs a Visiting Research Fellow scheme. Its co-directors are the General Editors of the Palgrave Studies in Modern European Literature book series, published by Palgrave Macmillan.

For further information, see:



Centre for Critical Thought: www.kent.ac.uk/cct/

Centre for Film and Media Research: www.kent.ac.uk/arts/research/centres/filmcentre/

Centre for Modern European Literature: www.kent.ac.uk/secl/researchcentres/eurolit

Learning and Teaching

The Department of Modern Languages has close links with a number of disciplines within the School of European Culture and Languages as well as other Schools within the Faculty of Humanities. These links are consolidated through joint honours degrees, interdisciplinary MA programmes, wild modules, and teaching collaborations. The number of students admitted to the various full-time undergraduate degree programmes owned by the Department is c. 100 per year (single and joint honours). In addition, the Department plays an active role in the University's European Centres offering a number of taught MA programmes at the Paris Centre.

Undergraduate Programmes

The Department has c. 350 students at undergraduate level on a range of single and joint honours programmes in French, German, Hispanic Studies, Italian and European Studies. Under the provision of flexible modes of learning and teaching, students gain a critical and analytical approach to understanding language and literature as cultural and theoretical practices. Intercultural competencies and cross-cultural understanding are developed through the teaching provision and, in accordance with the University's objective of inclusive internationalisation, through the compulsory Year Abroad for language students. This ensures continued and close ties with institutions in Europe and elsewhere to reflect Kent's position as the 'UK's European University'.

Through the Department's undergraduate provision, students gain an awareness of wider developments in the Humanities and culture at large; develop critical, reflective, and creative capacities; write, think, and act independently and flexibly, and participate in contemporary debates of public concern. Students are prepared for future careers through an emphasis on developing their intellectual, research, and linguistic skills and the offer of modules that prepare students for vocational degrees in areas such as education and language teaching.

A full list of undergraduate programmes offered by the Department is available at

www.kent.ac.uk/secl/modern-languages/undergraduate/index.html

Postgraduate programmes

At graduate level, the Department offers a range of taught MAs including:

- French and Comparative Literature
- Hispanic Studies and Comparative Literature
- Modern European Literature
- Modern French Studies
- Modern German and Comparative Literature
- Modern Hispanic Studies



A number of the programmes listed above include a Paris option through the University's centre in Paris, which launched in 2009 and which enables students to study in Canterbury in the Autumn Term and Paris in the Spring Term. There is also an option for students to spend the first and third years in Canterbury and the second year in Paris.

The Department's research programmes attract students from both the UK and abroad, many of whom benefit from AHRC or University funding, as well as from a range of co-tutelle arrangements with other universities. Programmes include:

- Comparative Literature
- French
- French and Comparative Literature
- German
- German and Comparative Literature
- Hispanic Studies
- Italian

For a complete list of undergraduate and graduate modules offered by the Department of Modern Languages, further information on our current research students, and general information on the Department, please consult the departmental website:

www.kent.ac.uk/secl/modern-languages/

Athena SWAN

With the aim of embedding equal opportunities for women within its working practices, the School has recently signed up to the Athena SWAN Charter for women in academia.

About the University of Kent

Established in 1965, the University of Kent – the UK's European university – now has almost 20,000 students across campuses or study centres at Canterbury, Medway, Tonbridge, Brussels, Paris, Athens and Rome.

It has been ranked: 23rd in *The Guardian University Guide 2017*; 23rd in *The Complete University Guide 2017* and 23rd in *The Times and Sunday Times University Guide 2016*.

In the Times Higher Education (THE) World University Rankings 2015-16, Kent is in the top 10% of the world's leading universities for international outlook and 66th in its table of the most international universities in the world. The THE also ranked the University as 20th in its 'Table of Tables' 2016.

Kent is ranked 17th in the UK for research intensity (REF 2014). It has world-leading research in all subjects and 97% of its research is deemed by the REF to be of international quality.

In the National Student Survey 2016, Kent achieved the fourth highest score for overall student satisfaction, out of all publicly funded, multi-faculty universities.

Along with the universities of East Anglia and Essex, Kent is a member of the Eastern Arc Research Consortium (www.kent.ac.uk/about/partnerships/eastern-arc.html).



The University is worth £0.7 billion to the economy of the south east and supports more than 7,800 jobs in the region. Student off-campus spend contributes £293.3m and 2,532 full-time-equivalent jobs to those totals.

In 2014, Kent received its second Queen’s Anniversary Prize for Higher and Further Education.

Website: www.kent.ac.uk

Institutional Plan

We are a forward-thinking research institution, committed to the transformative power of education and research and to the development and support of our students and staff.

Our objective is to secure our position as a top 20 UK university and be a globally recognised research institution by 2020.

Please visit: <https://www.kent.ac.uk/about/plan/>

<p>Application Process:</p>	<p>Applications must be made via the University’s online application system. You will be required to fill in the main details section of the application form as well as upload your CV and a cover letter. Your cover letter should clearly and explicitly address the requirements of the Person Specification and you should provide clear evidence and examples in your application which back-up any assertions you make in relation to each criterion. We recommend a maximum of 4 x A4 sides for this document.</p> <p>Copies of certificates for qualifications you have stated you have achieved in your application will be requested at offer stage; in particular, those that were deemed as essential for the post.</p> <p>The link to the application procedure can be found by returning to the position details page and clicking on ‘click here to apply for this job’. Applications must be received by midnight on the closing date and unfortunately late applications cannot be accepted.</p> <p>If you are invited to attend an interview we will contact you by email confirming the arrangements. If you are not successful at the shortlist stage, we will also contact you by email to let you know.</p>
<p>Feedback:</p>	<p>Due to the large number of applications we receive, we are unable to provide feedback at shortlisting stage. We will provide feedback, if requested, following an interview.</p>
<p>Presentation:</p>	<p>Most Academic posts will involve a presentation as part of the interview process. Full details will be confirmed to you by email.</p>
<p>Redeployment Policy:</p>	<p>Please note that applicants currently on the University of Kent redeployment register will be considered for this post prior to other applicants.</p>



	<p>For further information on our redeployment policy please visit: http://www.kent.ac.uk/hr-staffinformation/policies/redundancy-redeployment.html</p>
Job Share:	<p>Applications to job-share this post are welcomed. If you wish to apply on a job-share basis indicate this on your application and include:</p> <ul style="list-style-type: none"> ▪ If you are applying as part of a job-share team (please give name of sharer) or as an individual. ▪ The proportion of the job you would wish to work, expressed as a percentage. ▪ Whether you would be interested in the job on a full-time basis if a suitable sharer does not come forward.
Two Ticks Symbol / Disability Confident:	<p>The Two Ticks scheme has been replaced by the “disability confident” symbol. We have therefore removed the Two Ticks symbol from our webpages and documentation.</p> <p>The University is currently reviewing the replacement scheme but until we complete this process, we will continue to commit to the principles embedded within the Two Ticks scheme and welcome applications from anyone who has a disability.</p> <p>We will interview all applicants who declare a disability and evidence in their application that they meet the essential criteria for a job vacancy.</p> <p>If you have a disability and require information regarding accessibility of our campus facilities please visit: http://www.disabledgo.com/en/org/university-of-kent</p>
Equality, Diversity and Inclusivity:	<p>All University staff are expected to be aware of, comply with, and support the University’s policies with regards to ensuring and promoting equality, diversity and inclusivity. Relevant training and development should be undertaken, as required.</p> <p>Further information about EDI is available from the University’s website at: http://www.kent.ac.uk/hr-equalityanddiversity/</p>
UK Visa and Immigration:	<p>The University of Kent is unable, under current immigration law, to employ candidates who are not eligible to live and work in the UK.</p> <p>For academic and research vacancies, or posts that require very specialist skills we can apply for a Certificate of Sponsorship (although there is no guarantee that this will be granted). This is on the basis that the criteria for such applications have been met.</p> <p>PLEASE NOTE - If you require/hold a visa to work in the UK, it is your responsibility to check the Home Office website to ensure that you understand the rules and the documentation required. It is also important to note that the rules concerning visas are changed and/or amended regularly.</p>



	<p>The Home Office website is: https://www.gov.uk/government/organisations/uk-visas-and-immigration</p>
<p>Salary Scale:</p>	<p>Employees receive an increment annually until the top of the scale is reached. In addition, there is normally a nationally agreed annual cost of living salary increase.</p> <p>For new employees to the University, the first spine point of the grade is usually offered, unless otherwise agreed.</p> <p>Successful internal candidates on the same grade will transfer on their current spine point and the annual increment will not be affected. For those moving to a higher grade, the first spine point of the new grade will be offered, unless otherwise agreed.</p> <p>To view our salary scales visit: http://www.kent.ac.uk/hr-staffinformation/salary/index.html</p>
<p>Annual Leave:</p>	<p>Whilst there is no prescribed holiday entitlement for Academic/Research staff, a notional figure of 43 days per annum is applied (pro rata for part time staff); 8 of these days are reserved for bank/public holidays and 5 are 'customary' days when the University closes at Christmas.</p> <p>For further information, please visit: http://www.kent.ac.uk/hr-staffinformation/documents/conditions-service/Academic-and-research-staff-feb14.pdf</p>
<p>Post Graduate Certificate in Higher Education:</p>	<p>Post Graduate Certificate in Higher Education: Depending on qualifications and experience, there may be a requirement to register for, and complete the Kent Post Graduate Certificate in Higher Education. This part time 60 credit, Masters level programme is specifically designed for academic colleagues who embark on a research and/or teaching career in Higher Education, and consists of two core modules:</p> <p>An introduction to Learning, Teaching and the Academic Environment Critical Perspectives on Academic Practice And two modules of choice from a range of seven.</p> <p>The department is expected to take the commitment to this programme into account when allocating the workload and a departmental mentor is assigned until completion.</p> <p>The programme is accredited by the Higher Education Academy which ensures this Kent qualification is portable across the British HE sector. If you already have a teaching qualification or substantial experience of research and/or learning and teaching in their broadest sense, you may be eligible for exemption from parts of the programme.</p> <p>To find out more about the programme, please refer to the website: http://www.kent.ac.uk/teaching/qualifications/index.html</p>



Probation:	For further information, please visit: http://www.kent.ac.uk/hr-staffinformation/documents/policies/probation/academic_probation/1-Academic-staff-probation-policy.pdf
Pension:	<p>You will be automatically enrolled to become a member of USS (Universities Superannuation Scheme).</p> <p>Staff who wish to join the Scheme will enter the USS Retirement Income Builder, which is a type of defined benefit pension scheme where benefits are based on each year's salary throughout your period of membership (on a Career Revalued Benefits basis). You will pay a monthly contribution equal to 8% of salary, while the University contributes 18%.</p> <p>You will also gain access to the USS Investment Builder, a defined contribution section where benefits at retirement are based on the contributions made by you and the University and the performance of the funds that your contributions are invested in. All members will have the option to join this section in addition to the USS Retirement Income Builder, whilst earners above the salary threshold of £55,000 p.a. will join automatically and pay core contributions above the salary threshold into this section.</p> <p>For further information see: http://www.kent.ac.uk/human-resources/pensions/USS-home.html or the USS website: https://www.uss.co.uk/members/members-home/the-uss-scheme</p>
Mediation Service:	<p>The University of Kent Mediation Service provides an Alternative Dispute Resolution Service to all employees. It is completely free and confidential and offers you a positive, collaborative approach to resolving work-place conflict should it arise; supporting the University's collective interest in encouraging two-way dialogue and discussions, where people are able to jointly find solutions to differences.</p> <p>For further details, please visit: http://www.kent.ac.uk/mediation/</p>
Work Life Balance:	<p>The University recognises that staff have responsibilities and interests that have to be balanced with working life. It is the University's aim to create a well-managed, flexible working environment that supports staff and their families, promotes welfare, maintains working practices and provides a productive balance between work and life outside work. Operational needs must be taken into account, but managers are encouraged to be innovative in organising their team and respond positively to requests to alter working patterns to enable staff to fulfil more effectively their professional and personal commitments.</p> <p>For further information, please visit: http://www.kent.ac.uk/hr-staffinformation/policies/family/flexible-working.html</p>
	Oaks Day Nursery (Canterbury Campus):



<p>Childcare:</p>	<p>The Oaks Nursery based at the Canterbury Campus is an excellent benefit for staff and a great asset to the University.</p> <p>Places are offered on a first come first served basis and baby places are particularly limited so staff may wish to make contact as soon as their pregnancy is confirmed.</p> <p>For more information: http://oaksnurserykent.co.uk/</p> <p>Medway Campus:</p> <p>There is no University run day nursery at the Medway Campus, however the closest nursery to the campus is run by Busy Bees. For more information: http://www.busybeeschildcare.co.uk/nursery/chatham</p>
<p>Childcare Vouchers and Nursery Salary Exchange Scheme:</p>	<p>Childcare Vouchers</p> <p>The University participates in a childcare voucher scheme, through Busy Bees Benefits Limited, which is a simple straight forward and cost effective way to pay for childcare. Under the scheme part of your salary is 'sacrificed' in exchange for childcare vouchers. As the vouchers are non-taxable and exempt from national insurance contributions significant savings can be made on childcare costs. These vouchers can be used to pay towards registered childcare.</p> <p>For further details visit: http://www.kent.ac.uk/hr-staffinformation/policies/family/</p> <p>For further details about the proposed Government Tax-free Childcare scheme, and its impact on childcare vouchers, visit: https://www.kent.ac.uk/hr-staffinformation/policies/family/changes-to-childcare-vouchers.html</p> <p>Nursery Salary Exchange Scheme</p> <p>Workplace Nurseries are childcare facilities provided by an employer and which are offered to employees, through a tax efficient salary sacrifice scheme. The Workplace Nursery Salary Exchange Scheme (for users of the Oaks Nursery on Canterbury Campus) enables eligible staff to opt to receive a lower salary – a salary exchange – in return for the University paying an equivalent amount of his/her nursery fees, via an amendment to contract. This arrangement means staff agree to receive a lower amount of gross pay and in return will be provided with free (or part thereof) workplace nursery places.</p> <p>For further details visit: http://www.kent.ac.uk/hr-staffinformation/policies/family/salary-exchange-scheme.html</p>
<p>Relocation:</p>	<p>The University offers assistance with relocation expenses for those who have to move to the vicinity of a University Campus to a post, which is tenable for two or more years, and a Grade 7 or above.</p>



	For further details, please visit: http://www.kent.ac.uk/hr-staffinformation/documents/policies/relocation/after_01_01_10/1%20Relocation%20Expenses%20Policy%20for%20Staff%20Appointed%20After%201%20Jan%202010.pdf
Full Terms & Conditions:	http://www.kent.ac.uk/hr-staffinformation/conditions-of-service/

