

FURTHER PARTICULARS

Seminar Leaders & Project Consultants for Evidence in Public Policy Hilary Term 2023

Overview of the roles

The Blavatnik School of Government is seeking to engage Seminar Leaders and Project Consultants to join the teaching team of the Evidence in Public Policy course within the [Master of Public Policy](#) (MPP) in Hilary Term 2023.

The Evidence in Public Policy core course focuses on teaching students how to interpret, critique, design, and commission impact evaluations, and how to use them in practice in policy contexts.

As a Seminar Leader, you will have the opportunity to lead seminars, attend lectures, assess student work, and be involved in the broader life of the school. As a Project Consultant, you will give students one-on-one feedback as they develop and write up their summative project, designing an impact evaluation of a government policy, and assess these projects.

The Master in Public Policy (MPP)

The MPP aims to develop practitioners rather than academics. Our current MPP class consists of 140+ students from different countries and territories around the world. Our students, who are aged between 22 and 49 years of age, have all been selected because of their outstanding academic achievements, their proven commitment to public service, and their capacity to show leadership and have real world impact. Students come from a range of different academic and socio-economic backgrounds and come with different levels of policy experience and exposure. Student profiles are available at <http://www.bsg.ox.ac.uk/people>.

Responsibilities

You will join the Evidence in Public Policy team:

- Dr [Julien Labonne](#) (course co-convenor)
- Dr [Kate Orkin](#) (course co-convenor)

You will be required to undertake the Social Sciences Division Preparation for Learning and Teaching course if you have not already received equivalent training. <http://www.learning.ox.ac.uk/support/teaching/programmes/plto/>.

Seminar Leaders

Duties:

- Act as seminar leader for up to four seminar groups, holding 75-minute long weekly seminars with these seminar groups. Each leader's seminars will be held in consecutive slots on either Wednesday, Thursday, or Friday (pending confirmation of schedule), during Weeks 1 to 5 of the course. To cover the relevant material, this requires you to:
 - Attend lectures and panels
 - Read core material
- Mark and provide feedback on formative assignments for each seminar student (in Week 5).
- Provide written feedback on each seminar student at the end of Hilary term.

Hours:

Duties will take approximately 69 hours in Weeks 1-5 of Hilary Term 2023.

Tasks	Duration	Frequency	Estimate of Total Hours
Pre-course orientation and training	4 hours	Once before teaching starts	4 hours
Weekly seminars	75 minutes	Weekly per Group	75 minutes x 4 groups x 5 weeks = 25 hours
Reading of core material	2 hours	Weekly	2 hr x 5 weeks = 10 hours
Attending lecture and panels	3 hours	Weekly	3 hr x 5 weeks = 15 hours
Student work marking			Estimated 10 hours
Student end of term feedback		Once, at the end of term	Estimated 5 hours
			Total Hours = 69 hours

Essential criteria:

- Master's degree in economics, public policy, development studies, sociology, social policy with a quantitative focus.
- Excellent oral and written communication skills.
- A systematic, thorough and well-organised approach to work.
- A committed and collaborative team player.
- Familiarity with quantitative approaches to impact evaluation.

Desirable criteria:

- Familiarity with qualitative approaches to impact evaluation.
- Relevant previous experience.

Project Consultants

Duties:

- Act as a project support leader for student-led projects undertaken individually or in small groups. These projects involve students designing an impact evaluation on a topic of their choice, with support from group workshops and individual mentoring. Each student receives three 20-minute 1:1 sessions in Weeks 6-8 of the course with a project consultant.
- Assessment of up to 40 student projects over 3-4 weeks during the spring vacation.

Hours:

Duties will take approximately 51 hours in Weeks 6-8 of Hilary Term 2023 and the Spring vacation.

Tasks	Duration	Frequency	Estimate of Total Hours
Pre-course orientation and training	4 hours	Once before teaching starts	4 hours
Weekly contact hours	8 hours	Weekly, weeks 6-8	8 hours x 3 weeks = 24 hours
Attending seminar workshops	1 hour	Weekly, weeks 6-8	1 hr x 3 weeks = 3 hours
Student work marking		Once-off, weeks 10-12	Approx. 20 hours
			Total Hours = 51 hours

Essential criteria:

- PhD in economics, public policy, development studies, sociology, social policy or a related field with a quantitative focus.
- Ability to carry out independent quantitative research, including strong writing skills and excellent skills in statistics/econometrics, and hence to assess and advise on design of such research.
- Excellent oral and written communication skills.
- A systematic, thorough and well-organised approach to work.
- A committed and collaborative team player.
- Familiarity with quantitative approaches to impact evaluation.

Desirable criteria:

- Familiarity with qualitative approaches to impact evaluation.
- Relevant previous experience.

Payment will be on the Grade 6 scale (between £15.60 and £17.55 per hour), plus hourly holiday pay (12.07%).

How to apply

If you are qualified and interested, please email your CV and a one-page cover letter highlighting your most relevant experience and the contribution you would make to recruit@bsg.ox.ac.uk by with the subject "Seminar Leader EPP – Hilary Term 2023" or "Project Consultant EPP – Hilary Term 2023".

If qualified, you can undertake both the Seminar Leader and the Project Consultant roles, as they occur in different weeks of Hilary term. Please indicate in your application if you wish to do this.

We would welcome applications from those currently based in the UK, or overseas and who plan to be in Oxford in January 2023. Please note that you must have the right to work in the UK at the time of the teaching.

The closing date for applications is 12:00 noon (UK time) on **Thursday 30 June 2022**.