

# CANDIDATE INFORMATION

**Lecturer in Popular Music Studies**  
**School of Film, Music & Theatre**  
**College of Arts, Celtic Studies & Social Sciences**

**Specified Purpose Whole Time Post**  
**(anticipated duration of 5 years)**

## **CONTENTS**

### **Information for Candidates**

1. Welcome from the President
2. Information on the Unit
3. Job Description
4. University Strategic Plan
5. University Organisational Structure
6. About Cork
7. University College Cork
8. Equality of Opportunity Statement
9. Housing, Education, Medical Insurance & Tax Information
10. Useful Web Links

### **Additional Information for Shortlisted Candidates**

11. Interview Format
12. Directions to UCC
13. Expenses for Candidates Attending for Interview
14. Campus Maps



## 1. WELCOME FROM THE PRESIDENT

Many thanks for your interest in a career at University College Cork (UCC).

Originally founded in 1845 as "Queen's College Cork", UCC is one of Ireland's oldest institutions of higher learning. Our spectacular campus is situated in a global tourist destination, and serves a community that is both local and global. Ranked in the top 2% of universities worldwide, UCC was named as Ireland's *Sunday Times* University of the Year in 2016, and again in 2017 - the only Irish university to receive this designation in consecutive years. UCC was honoured to be named the World's First Green University Campus (Foundation for Environmental Education, Copenhagen).

UCC has an ancient heritage with a modern focus. Our own Professor Michael J. O'Kelly excavated the world's oldest astronomically aligned structure at Newgrange. Our first Professor of Mathematics, George Boole, wrote his "Laws of Thought" here, which provides the basis for all modern-day computer science.

Our graduates are found excelling in every walk of life throughout the world - from poet to politician, nuclear scientist to philosopher. Today, UCC's student body of some 20,000 includes over 2,800 students from 100 countries across all continents. We employ 2,700 professionals. Over one third of our academic staff has come from overseas. We enjoy many accolades as a high quality employer. The true strength of our university lies in the people who work and study here. The diversity of our workforce and our students is our competitive edge in realising our mission to *"create, preserve, and communicate knowledge and to enhance intellectual, cultural, social and economic life locally, regionally and globally."*

Our vision – UCC: A contemporary Irish university with a global outlook - will, I believe, prove attractive to you. This briefing pack contains information which I hope will be useful and informative should you be selected to attend for interview here in Cork.

I trust that your experience of our recruitment process will be a positive one and I thank you, again, for considering a career at University College Cork.

Professor Patrick G O'Shea

## 2. Information on the Unit

Formed in 2019, the new School of Film, Music and Theatre incorporates the Department of Film and Screen Media Studies, the Department of Music, and the Department of Theatre. The School places a high priority on excellence in research (including practice-as-research) and the provision of the most progressive education in Film, Music, and Theatre in Ireland today. The School is renowned for the diversity of its course offerings, its student-centred ethos, and its commitment to integrating scholarship and artistic practice. It fosters an environment within which diverse types of research occur, including creative scholarship, composition, production and performance.

<https://www.ucc.ie/en/music-theatre>

### Students, Programmes, Staff

#### **Department of Music**

The Department of Music at UCC is committed to the cultivation – through creativity in teaching, research, composition and performance – of a dynamic learning community dedicated to an interdisciplinary and cross-cultural understanding of music



The Department of Music, above the River Lee

The Department is housed in the historic St Vincent's Monastery on Sunday's Well Road, building no. 74 on the campus map at:

[http://www.ucc.ie/en/media/siteassets/contentassets/maps/UCC\\_CAMPUS\\_MAP\\_23\\_11.pdf](http://www.ucc.ie/en/media/siteassets/contentassets/maps/UCC_CAMPUS_MAP_23_11.pdf)

The site commands panoramic views over the River Lee, UCC's main campus and much of Cork City. The building includes a small hall which can be used for performances and conferencing, a number of teaching rooms and practice rooms, student computing facilities and a computer music studio. There is a collection of instruments, including some historical keyboards, Irish traditional instruments and Ireland's earliest gamelan, *Nyai Sekar Madu Sari* (Venerable Flower of Honey Essence, built in 1994), all of which are in regular teaching use. There is a nationally significant archive of Irish traditional music, and the Department also hosts the (privately held) Archive for Irish Traditional Dance.



*UCC Gamelan rehearses for a performance with Colin Dunne (traditional and modern dancer, currently Traditional Artist in Residence to UCC), in Cork Opera House*

The academic staff of the department currently comprises two professors, seven full time staff, four part time staff, two postdoctoral fellows, and a large number of tutors, many of whom are internationally established performers of Irish traditional music. A broad range of specialisms reflects a commitment to the equality of all musics and approaches. They are supported by an administrator and a technical officer. The current student body comprises 180 undergraduates, 20 Masters students and 11 PhDs, plus 264 visiting students.

The Department of Music at UCC has attracted a disproportionate amount of funding and other accolades. Members of its staff have achieved considerable success with funding from the European Research Council, Irish Research Council, the Arts Council of Ireland, Marie Curie fellowships and other sources. Staff and students have won a number of local and national awards, including the UCC President's Award for Excellence in Teaching and Learning, 5 CACSSS PhD Excellence Awards, the Boole International Scholarship for PhD Research.

## Current Degree Programmes

Undergraduates in Music at UCC enrol on the three-year BA (Hons) in Arts-Music. This is the most musically diverse undergraduate programme on offer in Ireland, so preparing students for engagement with and employment in the diversity and vitality of the contemporary musical world. On the BA, students gain a rich experience and understanding of music in historical contexts and in contemporary society, integrating practical study alongside academic and theoretical courses. Students have a considerable choice of music-related options, allowing them to build up a distinctive profile as a musicologist, ethnomusicologist, composer, sound artist, songwriter, performer, producer, educator or worker within the cultural and music industries.

BA Arts-Music students take a minimum of 30 credits per year in Music plus study in one or more other subject areas offered at UCC, and they can extend their studies by building in a year of overseas study in Europe or further afield. At the end of Year 1, students may also transfer to the BMus, a four-year degree where they entirely specialize in Music throughout Years 2-4.

Further details on the BA: <http://www.ucc.ie/en/ck104/>



Undergraduate and postgraduate students take part in CAVE (Cork Audio Visual Ensemble, a live interactive digital music performance group)

There are also undergraduate Certificate and Diploma courses in Music, and up to 250 international visiting students per year take one or more modules in Music. Many of these students are from North America, with others from continental Europe taking advantage of UCC's numerous Erasmus scheme agreements to study in Ireland.

The following postgraduate taught courses are currently on offer:

- Higher Diploma in Arts (Music): <http://www.ucc.ie/en/cka20/>
- MA Digital Music and Media Composition: <http://www.ucc.ie/en/ckd15/>
- MA Experimental Sound Practice: <https://www.ucc.ie/en/cke78/>
- MA Ethnomusicology: <http://www.ucc.ie/en/cke68/>;
- MA Music and Cultural History: <http://www.ucc.ie/en/cke79/>
- MA Performance (Music): <http://www.ucc.ie/en/ckd18/>
- MRes: <http://www.ucc.ie/en/study/postgrad/research/mres/>

Each course reflects the Department's aim to provide distinctive, cutting-edge instruction to graduates in areas of internationally recognised disciplinary (and interdisciplinary) strength.

Research degree programmes are well established and offer diverse options for doctoral study:

- PhD and MPhil (Music)
- PhD and MPhil in Original Composition (Music)
- PhD in Creative Performance
- PhD in Creative Practice

### **Research Activity**

The Department of Music is one of the pre-eminent departments for music research in Ireland. It offers a distinctive, stimulating and rich environment in several primary areas of contemporary music research, particularly ethnomusicology, musicology, popular music studies, composition and other sonic arts, improvisation and performance. Within each area, our research extends across a range of subfields and interdisciplinary vectors, and all staff are encouraged and supported in building or maintaining a leadership position in their respective areas of research activity.

Individual staff research pages can be accessed via <http://research.ucc.ie/profiles/A021> and these contain details of publications, research grants and other initiatives, whether individual or involving teams at UCC or elsewhere.

The Department hosts a weekly research seminar series in term-time with visiting speakers from Ireland, Europe, North America and further afield. Many of the concert performances in the weekly FUAIM [Irish, n. sound, noise] series are genuinely research oriented too and reflect the diversity of the department.

We host a wide range of national and international annual conferences, symposia and workshops. Many staff act as conference team members within Ireland and abroad. Several are members of the boards of academic societies and of journal advisory boards, and some serve on grant review panels nationally and internationally. Others are active as reviewers for books (pre- and post-publication), as external examiners for undergraduate, PGT and PGR programmes, and as editors of scholarly journals.

Several staff are composers and performers with extensive national and international profiles.

A departmental scheme for research planning is in place, and staff can bid for a departmental grant toward any aspect of their research (with the Research Committee distributing an allocation of €4,000 between applicants). Further support is available at CACSSS and University level, and via external funders, including the Irish Research Council, the European Research Council, and the Arts Council of Ireland.



The Vanbrugh Quartet performing in the city's St. Fin Barre's Cathedral

### **Cultural Contributions**

The Department of Music plays a pivotal role in the vibrant cultural life of the University and the city of Cork. Our series of professional concerts is open to the public, as are our Degree final recitals, and are notable for the diversity of musics represented. Staff and students alike perform regularly throughout the region and further afield, many of them at high professional level. The Department hosts Artists in Residence in both classical music and Irish Traditional Music.





*Indian Music Workshop*

Activities initiated within the Department have meanwhile spread into the community. Excellent recent examples include the rise of a Sacred Harp singing tradition, which developed out of classes first initiated inside the Department, and the creation of Cork Community Gamelan, commissioned by Music Generation in partnership with UCC Music Department. Staff and students are engaged with Cork's unique Sound Art and Improvisation scheme. Staff also work closely with various national and local organisations including Music Generation, the Arts Council, the Higher Education Authority, Cork City and County Councils and various traditional music institutions.

## UCC Creative

UCC has committed in its strategic plan to developing *UCC Creative*, a space for research, learning and practice in the creative arts. This initiative is currently under active development and will provide:

- enhanced support for existing, extensive campus-based and outreach activities in the creative and community arts;
- development of the creative hub, a dedicated arts practice and research space;
- augmentation of its programme of innovative arts practice research, which will act as a bridge between the academic work of the University and the Irish and international creative arts and technologies sectors; and
- curation of dynamic and creative contributions to the Decade of Commemorations.

*UCC Creative* promises a beneficial synergy with the Irish Government's 'Creative Ireland' 5-year plan.

## Musicology at UCC

Ireland has a reputation for rebelliousness, and Cork is its Rebel City. It is no surprise, then, that UCC Department of Music is something of a rebel department, encamped on high ground, towering above UCC's beautiful central campus on the River Lee. UCC Music is a bit of a rogue due to its long-held commitment to the equal valuation of all music cultures and traditions, from the classical canon to Irish and global traditional musics, popular musics, jazz, and emergent musics. University College Cork's musicologists set aside the standard music history sequence still common to many undergraduate programmes at the beginning of the twenty-first century. We share a radical and critical understanding of music as a human practice that reflects a culture and has the potential to shape it. Our MA in Music and Cultural History is effectively a manifesto for musicologies of the future. It is a revolutionary postgraduate programme in musicology. With this post, we seek to build on this vision at undergraduate and postgraduate levels, so expanding and reinvigorating our offerings in popular music studies.

At UCC, students explore a diverse range of musics, past and present, from early music and the Western canon, to jazz, film music and popular musics. Students draw upon performance studies and critical cultural theories, and gain fluency with the methodological tools to study manuscripts, use archives, and perform close readings of multimedia texts. Our students write final research projects, MA theses, and PhD dissertations ranging from studies of the songs of Jehan de Lescurel in the *Roman de Fauvel* and gender representations in Mozart's *Don Giovanni*, to performance studies of the forgotten "father of Western Swing," Milton Brown, the mediated experience of the iTunes Music Store, intertextuality in Quentin Tarantino's *Inglorious Basterds*, and postcolonial Irish hip hop.

All of this takes place against a thriving music culture. The Rebel City's own music history ranges from UCC composers Aloys Fleischmann and renowned Irish trad revivalist, Seán Ó Riada, to famed blues-rock guitarist, Rory Gallagher, and Ireland's most active Sound

Art and free improvisation scene, and our students embody this rich history, performing (and often fusing) classical, jazz, traditional musics, rock, pop, improv and edm in the city's rich music scene. The 2005 European Capital of Culture hosts large-scale international festivals like the Cork International Choral Festival, the Guinness Jazz Festival, Cork Midsummer Festival, Cork Folk Festival, popular music festivals like Live at the Marquee and [It Takes a Village](#), [Sounds from a Safe Harbour](#) (curated by The National's Bryce Dessner), and smaller festivals of avant-garde music and culture, like Cork Sound Fair and the Avant. The county plays host to West Cork Chamber Music Festival, East Cork Early Music and numerous festivals in towns and villages. The city is also home to major performing arts organisations including the Triskel Arts Centre and Cork Opera House, and UCC Music organises an unusually varied concert series in venues across the city.

### Current Staff in Musicology

Dr Melanie L. Marshall (Course Coordinator), BMus (Edinburgh), MA, PhD (Southampton). Dr Marshall is a musicologist specialising in sixteenth-century Italian music, and in issues of gender and sexuality in music (including contemporary popular music).

Professor J. Griffith Rollefson, BA (Macalester College), MM composition (Bowling Green State University), MM musicology (Bowling Green State University), PhD (Wisconsin-Madison). Dr Rollefson is a musicologist specialising in popular music studies, notably concerning global hip hop, jazz and blues, and in American and other modern musics.

Dr Danijela Kulezic-Wilson, BMus (Belgrade), PhD (Ulster), a musicologist specialising in comparative arts, film music and the musical poetics of film.

Dr Jillian Rogers, BM (University of Denver), MFA Musicology (Brandeis University), PhD Musicology (UCLA). Dr Rogers is a musicologist who specialises in nineteenth- and early-twentieth-century European and American musical cultures, as well as in how people have historically used music as a way of coping with grief and trauma.

There are additionally a number of staff in Music and in UCC more widely with an established interest in musicology.



Student Performance at Cork's Triskel Arts Centre

### Special Resources

On-site resources for musicological work include a composition and music technology lab and a new state-of-the-art recording studio with a live room equipped with a full complement of standard musical gear (drum set, percussion, synths, guitars, amplifiers, etc.). Mobile recording gear (and support in its use) is available from the Departmental Technician. A number of non-western musical instruments are also available for teaching use, including Ireland's earliest gamelan, a collection of Indian instruments, West African drums, as well as many Irish traditional instruments, some early music instruments, keyboard, percussion, and bass.

The Department is host to two archives, one dedicated to traditional music, the other to traditional dance. The Department's Traditional Music Archive houses more than 2,000 items of original field recordings collected over the past 40 years by both students and staff of the Department, plus recordings of concerts and events, dissertations, photographs, old instruments and ephemera. It attracts visitors from UCC and from many other institutions. The (privately held) Archive of Traditional Dance offers a rich body of materials for those researching Irish dance and its music. Further materials are held in the main library collections. Among these, material from the O'Neill/Henebry digitisation project is now available online.

There are numerous research centres at University College Cork, listed [here](#). Among them, the Marginalised and Endangered Worldviews Study Centre ([MEWSC](#)) and the Institute for Social Science in the 21st Century ([ISS21](#)) might both appeal strongly to the appointee in terms of forming future research groupings and alliances

Ireland's second city, Cork is home to an increasingly diverse population, which offers many opportunities for new ethnomusicological study. It is also located at the centre of an area rich in Irish traditional musical heritage, and further areas, for example the Muskerry Gaeltacht, renowned for its *sean-nós* singing tradition, lie in close proximity. The Sliabh Luachra area, which straddles the borders of Cork and Kerry, is highly respected for its unique musical style. Cork is also celebrated for its piping tradition, being the location of the first Uilleann Piper's Club in the world, founded in 1898.

### 3. Job Description

Duties of the Post: In accordance with the University's strategic objective as a research led institution, the duties of all academic staff will include research, research-led teaching and contributions to the university, the discipline and the community. The academic staff member shall teach and examine, undertake administrative duties and carry out other duties appropriate to the post under the general direction of the Head of the Department of Music.

The roles and responsibilities outlined below are to be interpreted in the context of the relevant Statutes and where there is any difference arising from interpretation, that statutory provisions take precedent. For the sake of clarity, the relevant elements of the statutes not already incorporated in the numbered sections are appended in italics under each subheading.

#### Teaching and Examining

- 1) Contribute to and assist in the delivery of research led teaching, assessment and examining on courses at undergraduate and postgraduate level and where appropriate adult and continuing education courses;
- 2) Supervise research projects for undergraduate and postgraduate programmes;
- 3) Undertake the development and regular evaluation of modules with reference to content, delivery and assessment;
- 4) Participate in the development of new curricular initiatives;
- 5) Demonstrate excellence in teaching and learning and apply innovative teaching and learning methodologies within the School of Film, Music, and Theatre and within other academic units in the University, as appropriate;
- 6) Contribute towards the maintenance of academic standards within his/her discipline.

to give the students attending his/her ordinary lectures assistance in their studies, by advice, by informal instruction, by occasional and periodic examination, and otherwise, as s/he may judge to be expedient; also, to make such arrangements as s/he sees fit to make to meet students who have individual queries;

to give instruction to his/her students and assist them in the pursuit of knowledge

to hold, or assist at, all University examinations in the subjects with which s/he is an examiner;

## Research

- 7) Engage in productive research and scholarship and contribute to the advancement of knowledge, participate in research activities and publish the research in appropriate peer-reviewed publications, creative works or other forms of scholarship appropriate to the discipline;
- 8) Supervise postgraduate research students (particularly PhD students);
- 9) Undertake initiatives in generating research income as appropriate to the discipline;
- 10) Engage in other scholarly activities relevant to the research discipline.

## Contributions

- 11) Participate in the administrative activities of the department/school and the academic life of the College and University;
- 12) Act as a member of such committees as may be required by the University;
- 13) Develop links with professional bodies and external agencies, where appropriate;
- 14) Promote the discipline both inside and outside the University and contribute to the overall intellectual life of the University and society;
- 15) Carry out other duties appropriate to the post as may be assigned by the head of discipline/department/school.

*to carry out administrative and other appropriate duties lawfully allocated to them within their department or other academic unit;*

*if a member of the Academic Council, to attend its meetings;*

*to serve upon all the committees to which s/he may be appointed by the Governing Body or the Academic Council, and to assist and co-operate with the Governing Body in such other reasonable ways as the Governing Body may prescribe, for the maintenance of discipline and good conduct among the students, or for the general business of the University;*

*The above listing is not exclusive or exhaustive and the post holder may be required to undertake duties as can reasonably be expected. All staff are required to be flexible, co-operative and professional within the needs of the post and the Discipline/Department/School, College and University. The University is undertaking a major reform of its internal structures which may necessitate possible future changes in the organisation of its activities.*

## **Selection Criteria**

The successful candidate will be expected to have:

### **ESSENTIAL Qualifications**

- 1) A doctorate, equivalent professional qualification or research experience leading to publication in the relevant discipline.

### **Teaching and Examining**

- 2) teaching experience in musicology and/or popular music studies or evidence of teaching potential;
- 3) An ability to contribute across a range of undergraduate and postgraduate teaching programmes both in and outside the area of research specialisation;
- 4) Evidence of a commitment to excellence in research led teaching;
- 5) Evidence of an ability to teach, inspire and supervise students, communicate ideas and concepts in a teaching and learning environment.

### **Research**

- 6) Evidence of appropriate research achievement in musicology and/or popular music studies as indicated by published work and other research outputs appropriate to the discipline;
- 7) Potential to attract funding through competitive research grants or other sources as relevant;
- 8) Experience of or potential for research supervision (particularly PhD students);
- 9) Evidence of other relevant scholarly activity;

### **Contributions**

- 10) Administrative experience or evidence of ability to contribute to academic administration;
- 11) The potential to participate in and contribute to the overall intellectual life of the University, the academic discipline and society at large;

### **Other**

- 12) Good communication and interpersonal skills;



- 13) Evidence of ability to work on own initiative as well as part of a team;
- 14) Ability and willingness to work in a collaborative environment;
- 15) An understanding of, and empathy with, the concerns of students;
- 16) A commitment to the long term development of the discipline.

#### **DESIRABLE**

- 1) Evidence of an understanding of and willingness to use modern teaching technologies and potential for innovative teaching and curriculum development;
- 2) Ability and willingness to collaborate with colleagues on research projects, as appropriate to the discipline.
- 3) Ability to deliver teaching in areas of musical practice, such as performance or composition, preferably in an area of popular music (of any culture) and/or jazz.

#### **Conditions of Employment: to be inserted by HR**

The University, at its discretion, may undertake to make an additional appointment(s) from this competition following the conclusion of the process.

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#### **Conditions of Employment**

1. The post is a Specific Purpose Whole Time post. The appointee to the post shall work under the direction of the Head of the School /College and shall discharge such duties as are assigned to them.
2. The current remuneration is as detailed below\*. The appointment to the post of Lecturer will be made below the bar.

	€		€
Minimum	33,481	Eighth Point	47,836
Second Point	35,322	Ninth Point	49,614
Third Point	37,088	Tenth Point	51,746
Fourth Point	39,134	Eleventh Point	53,971
Fifth Point	41,476	Twelfth Point	55,664
Sixth Point	43,490	Thirteenth Point	57,395
Seventh Point	45,607	Maximum Point	59,132

The salary includes a premium of 1/19<sup>th</sup> for pensionable staff paying contributions. Class A1 rate of Pay Related Social Insurance (PRSI) applies to the post. Salary payment is also subject to deduction of PAYE, Pension and Statutory Levies.

*\* As required by public pay policy for the higher education sector, new appointments to a direct entry recruitment grade will generally be at the minimum (1st point) of the relevant scale.*

*For existing public servants, the restriction to the first point on scale may be varied where a person is appointed to the same or an analogous grade, role or position as their previous public service employment.*

*The rate of remuneration for all appointments may be adjusted from time to time in line with government policy.*

3. A comprehensive **Annual Leave and Sick Leave** scheme is in operation, details of which will be sent on appointment. Annual leave will be in accordance with the University's custom and practice but ordinarily shall not be more than a total of seven weeks per annum inclusive of Christmas days. All leave arrangements must be agreed in advance with your Head of School.  
**Sick Leave:** Sick leave will be granted in line with University policy in this regard which may change from time to time. You should familiarise yourself with the University Sick Leave Policy and University Sick Leave Management Policy.
4. **Pension:** The appointee will become a member of the Single Public Service Pension scheme, which provides personal retirement benefits as well as benefits for spouses and children. The contribution rate comprises 3% of pensionable remuneration and 3½% of net pensionable remuneration. Tax relief is accrued on these payments.
5. The UCC **Income Continuance Plan (ICP)** provides a source of income in the event of long or short-term temporary disability. As part of your contract of employment you will be **automatically** included in the ICP with effect from the same date provided you have not previously opted out of the plan or you have been declined for cover under previous contracts of employment with UCC. The cost of membership of the plan will be deducted from your salary. The current membership rate is 1.47% of your salary.
6. Additional dependants' benefits can be provided by membership of the **Voluntary Life Assurance Scheme**. You will be automatically included as a member of the scheme on commencement of your employment but you may elect to opt out of the scheme at any stage. The current membership rate is 0.33% of your salary.
7. Membership of the **Group Personal Accident Scheme** shall apply to all employees, subject to individual acceptance by the Insurance Company. The salary quoted is subject to a deduction from salary at the rate of .06%

8. All employees University College Cork (UCC), are governed by **UCC employment policies** and procedures as detailed on the Human Resources website. All staff members are required to adhere to and cooperate with the University at all times with regard to these policies and procedures. In particular staff members requested to familiarise themselves with the Disciplinary and Grievance Procedures, the Duty of Respect and Right to Dignity Policy, and the Acceptable Use Policies. UCC reserves the right to make changes to these policies or to introduce new policies from time to time. Notification will be given to all staff of any such new policies or changes to existing policies.
9. **Voluntary Health Insurance:** A VHI/Laya/ Hibernian Health/ HAS/GlowHealth group scheme is in operation and contribution may be deducted from salary, with effect from the Scheme's renewal date (May of each year).
10. **Additional benefits:** We offer progressive employment and training policies including opportunities for further studies. Staff can avail of membership of a variety of clubs and societies and a wide range of facilities on campus, including a leisure centre.
11. As an equal opportunities employer we offer a comprehensive suite of flexible working and family friendly initiatives. A list of such initiatives is available on our [webpage](#).
12. The "Provisions relating to full-time posts as Lecturer" as set out in the attached document also apply to the post.
13. Shortlisted candidates for posts shall be required to appear in person before a Board of Assessors in Cork, in which case travelling and subsistence expenses at approved rates will be paid.
14. A successful candidate will be required to submit a birth certificate, documentary evidence confirming academic qualifications, Garda vetting and/or an international police clearance may also be required.
15. References will be sought in relation to all candidates invited to attend for interview.
16. An offer of appointment to a candidate who does not have EU nationality **is subject to the granting of a Work Permit** by the Department of Enterprise Trade & Employment.
17. Candidates may be required to produce documentary evidence to support any statements made by them on their application form or any supporting documentation. Candidates should note that the submission of any inaccurate information will invalidate their application.
18. For informal discussion regarding the post contact confidence Prof. J. Griffith Rollefson Tel: +353 (0)21 490 4931, Email: [jg.rollefson@ucc.ie](mailto:jg.rollefson@ucc.ie).

19. For further information on the School of Film, Music and Theatre, please visit <http://www.music.ucc.ie/>

Applications must be submitted online via the University College Cork vacancy portal. Queries relating to the online application process should be referred to [recruitment@ucc.ie](mailto:recruitment@ucc.ie), quoting the job-title.

Candidates should apply, in confidence, **before 12 noon (Irish Local Time) on Tuesday 20th August 2019**

**No late applications will be accepted.**

**UNIVERSITY COLLEGE CORK IS AN EQUAL OPPORTUNITIES EMPLOYER**

**Please note that an appointment to posts advertised will be dependent on University approval, together with the terms of the employment control framework for the higher education sector**

#### **Former Irish Public Service employees - Certain Restrictions on Eligibility**

Eligibility to apply for a position may be affected where applicants were formerly employed by an Irish Public Sector body and previously availed of an Irish Public Service Redundancy or Incentivised Retirement Scheme including:

- Collective Agreement: Redundancy Payments to Public Servants
- Incentivised Scheme for Early Retirement (ISER)
- Department of Health and Children Circular (7/2010)
- Department of Environment, Community & Local Government (Circular Letter LG(P) 06/2013)

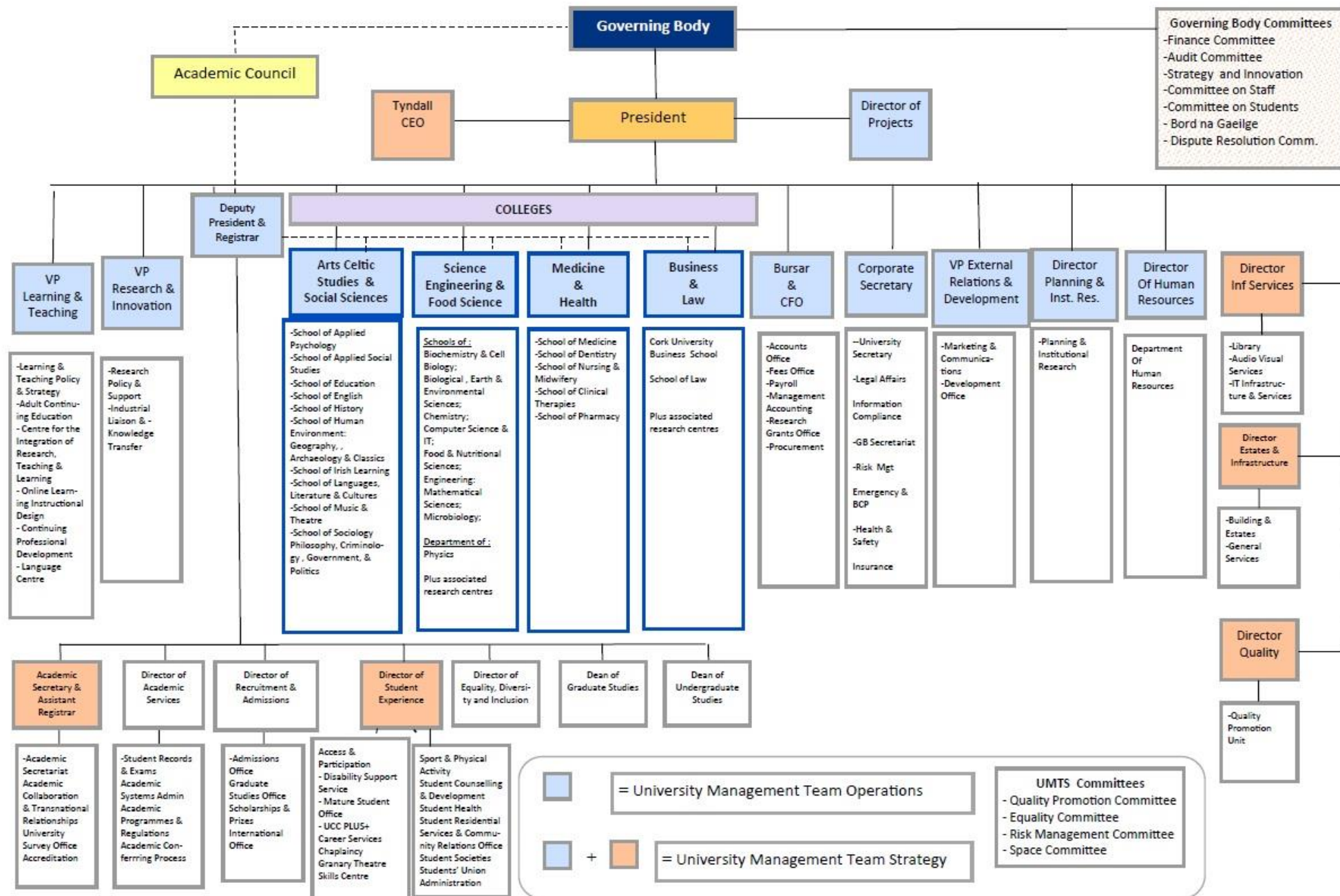
Applicants should ensure that they are not precluded from re-engagement in the Irish Public Service under the terms of such Schemes. Any queries should be directed to an applicant's former Irish Public Service Employer in the first instance.

#### **4. UNIVERSITY STRATEGIC PLAN**

Details of the UCC Strategic Plan can be found on <https://www.ucc.ie/en/strategicplanning/2017/>



## 5. UNIVERSITY ORGANISATIONAL STRUCTURE





*Cork City*

## 6. ABOUT CORK

Recently identified as one of the top ten city destinations by the Lonely Planet guide, Cork is a place not just to visit, but to live; offering a quality of life and an academic and cultural experience which reflects positive Irish values. Cork city has a population of some 150,000, with a further 100,000 in its hinterland. Further details can be found at <http://www.corkcity.ie/>

## 7. UNIVERSITY COLLEGE CORK [UCC]<sup>12</sup>

UCC was established in 1845 as one of three Queen's Colleges at Cork, Galway and Belfast. The site chosen for the college is particularly appropriate given its connection with the patron saint of Cork, St Finbarr. It is believed his monastery and school stood on the bank of the river Lee, which runs through the lower grounds of the University. University College Cork (UCC) is the principal university in the province of Munster and the largest outside Dublin

UCC, provides over 120 degree and professional programmes through some 60 Disciplines.

The University offers an innovative, research-led curriculum, taught by world-class academics that consistently attracts a quality student intake. The University has a recurrent budget of €280 million. UCC comprises four Colleges:

- Arts, Celtic Studies and Social Sciences
- Business and Law
- Medicine and Health
- Science, Engineering and Food Science

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<sup>1</sup> See also: <http://www.ucc.ie/en/about/UCCHistory/>

<sup>2</sup> For alumni of UCC see: <http://www.ucc.ie/en/alumni/who/>

UCC employs some 2,700 staff. The University is committed to building its capacity to carry out research of the highest international quality, and to providing research-lead teaching across the breadth of disciplines and specialisms typical of a traditional university. UCC prides itself on close connections with the professions, industry and the local community. Further information on Academic and Administrative Departments can be found on the UCC web site. The home page address is [www.ucc.ie](http://www.ucc.ie).



The University is directly funded by the Higher Education Authority (HEA), receives grant, fees and other income. Research income has for many years have been the highest in the State (in 2010-11 €80m). The University budgetary strategy continues to focus on decreasing its reliance on Exchequer income and promoting income generation through increasing post graduate and international fee income.

It has benefited very substantially (over half a billion euro) over the past ten years from national programmes aimed at developing research infrastructure, capacity and output, mainly funded through the National Development Plan and in line with the Government's Strategy for Science, Technology and Innovation. UCC has thus developed its key role in plans for the long-term economic and social development of the region and the country.

The University contains a number of highly prestigious research centres including the Alimentary Pharmabiotics Centre – [www.ucc.ie/research/apc](http://www.ucc.ie/research/apc) and the Tyndall National Institute. See <http://www.tyndall.ie/>. Indeed in early 2013, the University has been extremely successful in a recent SFI Research Centre programme, the largest joint state/industry research investment (€300m) in Irish history: UCC is to lead four of the seven centres, co-lead a fifth and is partner in the remaining two centres.

<http://www.ucc.ie/en/news/newsarchive/fullstory-215713-en.html>





*The Main Quadrangle*

## **GOVERNANCE**

The functions of the University are performed under the direction of the Governing Body. The Academic Council, subject to the financial constraints determined by the Governing Body and to review by it, controls the academic affairs of the University. The main executive management group is the University Management Team, which works in support of the President.

University College Cork (UCC) was selected as Ireland's University of the Year 2011/12 by *The Sunday Times*. This award was given for a number of reasons including recognition of the University's position as the leading research institution in Ireland; the University's cosmopolitan character which encompasses an admirable student mix; the excellence of UCC's teaching and academic standards and the University's links with business and industry.

The *Sunday Times* award, which was the third occasion UCC received the award, followed on the heels of UCC becoming the only Irish university to achieve the unique status of Ireland's first five star university.

UCC is also the first university campus to be awarded the Green Flag for an environmentally friendly campus in a student-led innovation. UCC is proud of its achievement as the world's first university to achieve the ISO 50001 standard in energy management systems



### **Tours of the University & School/Departmental Visits**

UCC Campus Maps are available on <https://www.ucc.ie/en/discover/visit/maps/>

## 8. EQUALITY OF OPPORTUNITY STATEMENT

University College Cork is an equal opportunities employer actively working towards full equality of opportunity in all aspects of University life.

## 9. HOUSING, EDUCATION, MEDICAL INSURANCE AND TAX INFORMATION

### Housing

#### Renting in Cork

Houses - family homes €750 to €1,400 per month depending upon quality and location.  
Apartments - €600 to €1,200 per month. The best sources of information for an individual seeking to rent accommodation are Letting Agents, Auctioneers, National and Local Press.  
A selection of Cork Auctioneers is listed below:

O'Mahony Walsh & Associates	Tel: 021 4278606
James G. Coughlan & Assoc.	Tel: 021 4251500
Sherry Fitzgerald	Tel: 021 4273041

#### Buying and Renting Property in Cork

Information on renting and buying a property in Cork can be found on the following websites:

Comprehensive Irish Property websites for sales and lettings

[www.daft.ie/](http://www.daft.ie/)

Cork based auctioneers, estates agents and property management company

[www.choices.ie](http://www.choices.ie)

Residential lettings and sales

[www.sherryfitz.ie](http://www.sherryfitz.ie)

Irish Auctioneers & Valuers Institute (IAVI) - Site containing a comprehensive listing of property and real estate from a selection of IAVI members.

[www.ipav.ie](http://www.ipav.ie)

Irish property News - Online publication providing property listings and information relating to buying a property in Ireland.

[www.irishpropertynews.com](http://www.irishpropertynews.com)

Property website and home portal providing property, services, home and garden products and online mortgages.

[www.myhome.ie](http://www.myhome.ie)

#### Education– Schools in Cork

There are several excellent schools in Cork City, located near the University, at primary and post primary level. The Department of Education & Skills, Communications Section, Dublin will provide further information on any queries in this connection Tel +353 1 8896400. The Department also has an Inspectors Office in Cork +353 21 4906011. Further information on finding a suitable school can be accessed via the Department website at <http://www.education.ie/en/find-a-school>.



## **Medical Insurance**

There is no state run statutory medical insurance scheme in Ireland. Hospital medical treatment is generally speaking, free while visits to general practitioners cost around €60 each and all prescription medicines must be paid for. However many people choose to avail of private medical insurance to cover the cost of upgraded hospital treatment and to avoid sometimes lengthy waiting lists. There are three established medical insurance companies active in Ireland at present as follows:-

VHI - [www.vhi.ie](http://www.vhi.ie)

Laya Healthcare - [www.layahealthcare.ie](http://www.layahealthcare.ie)

Aviva Health Insurance - [www.avivahealth.ie](http://www.avivahealth.ie)

These companies offer tailor made health care plans which can be selected by employees according to their requirements. Subscriptions can be deducted from salary payments. Competitive rates are available to UCC staff. Further information is available on these providers via the Department of Human Resources.

The differences in cover between the various plans are highly complex. Contacting each company

to assess which plan may be most suitable for your individual needs is best.

## **Personal Taxation**

Income tax is deducted from employees' wages by their employers under a Pay as You Earn (PAYE) scheme and is calculated according to the annual salary received. For further and complete information concerning your own personal taxation situation, you are advised to contact the Revenue Commissioners directly. Information for those new to the Irish personal taxation system is available on the Irish Revenue website [www.revenue.ie](http://www.revenue.ie)

## **10. USEFUL WEB LINKS**

You Tube [www.youtube.com/uccireland](http://www.youtube.com/uccireland)

Facebook [www.facebook.com/universitycollegecork](http://www.facebook.com/universitycollegecork)

UCC Virtual Tour [www.ucc.ie/virtualtour](http://www.ucc.ie/virtualtour)

UCC Strategic Plan <http://www.ucc.ie/en/strategicplanning/strategic/>

### [www.movetoireland.com](http://www.movetoireland.com)

Comprehensive website providing specific information for those relocating to Ireland from abroad.

### [www.cork-guide.ie](http://www.cork-guide.ie)

For general information on accommodation, restaurants, shopping, transport and weather in Cork.

### [www.citizensinformation.ie](http://www.citizensinformation.ie)

Information on living and working in Ireland and information on public services. This website is a gateway to many Irish services.

### [www.emigrant.ie](http://www.emigrant.ie)

Basic Information on Living and Working in Ireland including information on income tax and Pay Related Social Insurance (PRSI), housing, health services, citizenship and naturalization, the cost of living and education.

### [www.corkcity.ie](http://www.corkcity.ie)

General interest site from Cork City Council providing information on Cork City.

### [www.cso.ie](http://www.cso.ie)

Statistical information from the Government body responsible for compiling Irish official statistics on the economy, employment, trade, industry, population and the national accounts.

## **INFORMATION FOR CANDIDATES CALLED TO INTERVIEW**

### **11. INTERVIEW FORMAT**

#### **Academic Appointments**

Candidates for Academic posts are ordinarily interviewed by a Selection Board consisting of a number of internal staff members of the University and at least one external member.

Interviews for Academic posts are of approximately forty-five minutes' duration depending on the seniority of the position.

Candidates can expect to be questioned on their teaching experience, research record and academic administration and contributions to date. They would also most likely be asked to outline their interest in the particular post and their future plans in the area.

It should be noted that candidates will also be expected to give a presentation prior to the interview (probably on the preceding day). Such presentations are organised by Human Resources together with the relevant school/department and information relating to these will be forthcoming from a named staff member within that department.

Candidates can normally expect to be informed of the outcome of the interview within ten working days.

Should you require further information, please contact the Department of Human Resources, via e-mail to [recruitment@ucc.ie](mailto:recruitment@ucc.ie) or by telephone on 021 490 3603.

#### **Non Academic Appointments**

Candidates are ordinarily interviewed by a Selection Board consisting of a number of internal staff members of the University and for certain posts additionally, an external member.

The duration of interview is as detailed in the candidates invitation to interview letter.

Candidates could expect to be questioned on their work experience, skills and education and training record to date. They would also most likely be asked to outline their interest in the particular post and their future plans in the area.

Candidates can normally expect to be informed of the outcome of the interview within ten working days.

Should you require further information, please contact the Department of Human Resources, Recruitment Office via e-mail to [recruitment@ucc.ie](mailto:recruitment@ucc.ie) or by telephone on 021 490 3603.



*President's Garden*

## **12. DIRECTIONS TO THE MAIN CAMPUS [See Campus Map – 14]**

The main campus of UCC is half a mile west of Cork city centre, about 15 minutes' walk along Washington Street. The College Gates on Western Road are ceremonial (foot access only): the entrance to the main campus is on College Road, and there are side entrances on Donovan's Road, Gaol Walk and other entrances on College Road. Other UCC locations around the city tend to have a single main entrance.

There are usually plenty of taxis in the city and at the airport, rail and bus stations, but check the location of the interview and make sure you give the driver the correct address. Taxis from the city centre cost about €8. ABC Taxis (021) 4961961 and Cork Taxi Co-op (021) 4272222 are two taxi firms that operate throughout the city and surrounds.

### **By Car**

From the city centre, follow the signs to Killarney and West Cork: Go west out of the city along Washington Street; go through the first two traffic lights. Pass the River Lee Hotel on your left. Turn left at the third traffic lights by the old College gates (if you are walking you can enter the campus here or through the next gates up Donovan's Hill). Go up Donovan's Road, past the Honan Chapel on your right; At the top of the hill, turn right onto College Road; For the main entrance to the College go 200m further down College Road, on your right. Detail on: [Cork City and Main Approach Routes](#)

### **Parking – See Maps, Section 14**

Parking on the main campus is EXTREMELY restricted and is limited to permit holders, deliveries, those on official business and cars with disabled stickers. Other UCC locations have very limited visitor parking particularly during term time. Some visitor parking may be found in Perrott's Inch

and Perrott Avenue car parks on an hourly charge.

Perrott's Inch car park is located on Gaol Walk and may be reached by passing the main UCC entrance on Western Road and turning left at the next traffic lights. The car park is located on the left hand side before the bridge.

To get to the Perrott Avenue car park, drive to the top of Donovan's Road and turn right into College Road. Perrott Avenue car park will be immediately on your left. If you are driving to UCC for interview, please allow yourself plenty of time to find parking. Detail on: [Visitor Parking](#)

### By City Bus

UCC is served by two City Bus routes (No.205 and No.208) connecting the campus to Cork City Centre via Washington Street and St Patrick Street. Bus stops are located on College Road/O'Donovan's Road (Route No.205—with services every 15 minutes Monday to Friday) and Western Road (Route No. 208—with services every 10 minutes Monday to Friday). Route No 210 buses serve Bandon Road at close walking distance to the Main Campus. Detail on: [Bus Routes Serving UCC](#)



### By Train

Train services to Cork are operated by [Iarnród Éireann](#) (Irish Rail) and stop at Kent Station. Accessibility to Cork is excellent with an hourly intercity service [to and from Dublin Heuston Station](#) with a travel time of 2.5 hours. There are also frequent commuter services to/from Mallow, Midleton and Cobh.

City bus [No 205](#) services operate between Kent Station and UCC. Taxis from the train station to UCC cost approximately €10.

See the [Train and Bus to UCC](#) Map. Full details on train times can be accessed via [Irish Rail](#) or by contacting Rail Passenger Enquiries 021 4557277.



## **By Coach**

Express coach services to Cork from Dublin and Dublin Airport are operated by [Aircoach](#) and [GoBe](#)) and from Limerick/Galway, operated by [CityLink](#).

In addition [Bus Eireann](#) operates an Expressway service from Dublin to Cork, with the service operating 6 times per day (every two hours from 7.30 am to 5.30 pm) and a journey time of three hours.

Taxis from the bus station cost approximately €10. There is an overnight coach to and from London (Victoria Bus Station) which travels via the ferry service between Rosslare (Co Waterford) and Fishguard or Milford Haven (Wales).

## **By air**

Cork Airport has frequent flights to London with Aer Lingus (Heathrow and Gatwick) and RyanAir (Stanstead and Gatwick) and to a wide range of other UK and European destinations. A full range of airlines and destinations can be accessed via [Cork Airport](#). Taxis from the airport cost approximately €18 and there is also an airport bus every hour during the day. All the major car rental companies have desks at the airports.

## **Entry Visas**

People from certain countries need a valid Irish entry visa before they can land in the country. You do not need a visa to land in Ireland if you are a citizen of one of the countries listed on the following link <https://www.dfa.ie/travel/visas/visas-for-ireland/>

If you are not from one of the countries listed above you will require an entry visa. To apply, contact the Irish embassy or consulate in the country where you live. It may also be possible to apply online if you live in a country where the online facility is available. [Information on Visa Entry Requirements](#)

Please note: The standard non-refundable visa application processing fee is €60 for a single-journey visa. This will be valid for one entry into the State within 90 days of issue. If you then wish to leave the State (this includes travel to Northern Ireland) you will then need a re-entry or multiple-entry visa to re-enter the State.



*Cork City*

### **13. EXPENSES FOR CANDIDATES ATTENDING FOR INTERVIEW**

Candidates travelling from a distance of at least 120km outside of UCC are entitled to claim expenses for travelling to UCC, on production of original and complete receipts in accordance with the following **maximum allowance limits**:

Candidates travelling from within Ireland (including Northern Ireland)	€125
Candidates travelling from Great Britain	€250
Candidates travelling from mainland Europe	€500
Candidates travelling from all other locations	€1,200

Candidates should always choose the most economical means of travel. Public transport should be used where feasible and public transport costs at the standard class train rate will be reimbursed, irrespective of car usage where such direct public transport exists. Full details on the candidate expenses policy can be found at:

<https://www.ucc.ie/en/hr/policies/recruitment/expenses/>



### **Accommodation**

Costs of accommodation should be borne out of the allowance available as detailed. There are a number of suitable guesthouses in the vicinity of the University as follows:

Garnish House, Western Road (Tel +353 21 427 5111)

Crawford House, Western Road (Tel +353 21 427 9000)

Prices: Approximately €60 for a single room.

Further accommodation listings can be provided by the Recruitment Office. Candidates requiring assistance in booking accommodation should contact the Department of Human Resources, Recruitment Office on 021 490 3603 or e-mail: [recruitment@ucc.ie](mailto:recruitment@ucc.ie)

### **Administration**

An expenses form <https://www.ucc.ie/en/hr/policies/recruitment/expenses/> should be completed and receipts must be submitted in respect of costs claimed and should be securely attached.

Please forward the completed expenses form to the Recruitment Office for approval following interview.

Payment will be made directly into a candidate's bank account on completion of the required bank details on the expenses form.

Expenses Claims, once submitted, will normally take a minimum of six weeks to process.

Should you have any queries concerning this expenses policy or require any further assistance or additional information, please contact the Department of Human Resources, Recruitment Office on 021 490 3603 or e-mail: [recruitment@ucc.ie](mailto:recruitment@ucc.ie)



*Blarney Castle*

#### 14. CAMPUS MAPS

**Download:**

**Main Campus Map and Visitor Parking Map are available at:**

<https://www.ucc.ie/en/discover/visit/maps/>

**Places to Eat on Campus:**

<https://www.ucc.ie/en/discover/visit/eating/>