Job description

<table>
<thead>
<tr>
<th>Job title</th>
<th>Associate Professor (or Professor) in History of Science</th>
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<tbody>
<tr>
<td>Faculty</td>
<td>Faculty of History</td>
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<tr>
<td>Division</td>
<td>Humanities</td>
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<tr>
<td>College</td>
<td>Harris Manchester College</td>
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<tr>
<td>Location</td>
<td>Harris Manchester College and the Faculty of History</td>
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<tr>
<td>Grade and salary</td>
<td>Grade 30S: Combined University and College salary of £47,263 - £63,463 per year (with an additional £2,700 per year if the title of Professor is awarded).</td>
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<tr>
<td>Start date</td>
<td>1 September 2019 or as soon as possible thereafter</td>
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<tr>
<td>Contract type</td>
<td>Five years in the first instance, then reappointment to retirement upon completion of a successful review</td>
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<tr>
<td>Method of application</td>
<td>Electronic (see ‘How to Apply’ below)</td>
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<tr>
<td>Application deadline</td>
<td>12 noon (UK time) on 11 January 2019</td>
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<tr>
<td>Number of referees required</td>
<td>Three references (please note that reference letters will only be requested at the shortlisting stage)</td>
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<td>Vacancy reference</td>
<td>137859</td>
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Overview of the role

This is an exciting opportunity to join the flourishing interdisciplinary History of Science, Medicine and Technology (HSMT) community at Oxford. This is a new post, which reflects the importance that the History Faculty attaches to research and teaching in the history of science and technology. You will work closely with the Statutory Professor in the History of Science (currently Rob Iliffe), but also with a range of colleagues across the Humanities and Sciences, and in particular with historians of medicine in the History Faculty and with the staff and collections of Oxford’s Museum of the History of Science.

You will have research and teaching expertise in post-1800 history of science in one or more of the following broadly defined areas: the history of the life or earth sciences; the history of the environmental sciences; the history of the physical sciences; the history of the cognitive sciences;
the history of the biomedical sciences; the history of chemistry; the history of mathematics; the history of technology/engineering. We particularly encourage applicants with interests in the global reach of science and technology, for example, in terms of its use as a tool of imperialism, or the appropriation and development of Western science and technology by non-Western societies. We expect that the successful candidate will seek to collaborate with wider communities of scholars with interests in intellectual history, social and economic history, and global history.

You will have the ability to inspire and enthuse students at all levels, and a commitment to promoting the subject within and beyond academia. You will play a strategic role in developing research programmes in the history of science, and in the long-term development of the Faculty and College.

This post is associated with a Senior Research Fellowship at Harris Manchester College. As a member of the College, you will participate in the community of undergraduate and graduate historians, and will play a role in the teaching and pastoral support of students within the College.

**Research in the History of Science at Oxford**

History of Science is a truly interdisciplinary subject at Oxford, uniting colleagues across different departments and divisions. The formal presence of the subject at Oxford began in 1914 with the creation of a History of Science Research Unit at the Bodleian Library. A number of personal posts in the field were awarded to scholars in the 1920s and 1930s, the most significant being the readership in the history of science granted to Robert Gunther in 1935. Gunther was the first Head of the Museum of the History of Science when it was founded in 1924, and as a result of his efforts, the Museum became the central forum for teaching the history of science and technology at Oxford for over half a century. The current Director (Prof. Silke Ackermann) and Director of Research (Dr. Stephen Johnston) introduce undergraduate and postgraduate students to the pivotal role played by instruments in the history of science, and they offer courses (known as Advanced Papers) in the Masters programmes on medieval science and modern museum practice.

The first university lectureship in the history of science was created in 1953 and was held by Alistair Crombie, whose expertise was in medieval and early modern science. In the early 1970s the university created a readership in the history of medicine (in combination with the directorship of the Wellcome Unit), and a chair in the history of science. Margaret Gowing became the first Professor of the History of Science in 1973 and was followed in 1988 by Robert Fox, who held the chair until he was succeeded by Pietro Corsi in 2006.

Oxford not only has an impressive 800-year history of its own scientific and medical activity (especially in the recent biomedical sciences), but it boasts a large number of academics and non-academics who have a serious interest in the history of science and technology. All of the four major museums at Oxford specialize in various areas within the history of science, and there is considerable enthusiasm in each of these institutions for collaborative work with relevant staff in the History Faculty.

A **Centre for the History of Science, Medicine and Technology** was created in 2017 to coordinate Oxford HSMT teaching and research activities. The **Wellcome Unit for the History of Medicine** is
now part of the Centre, and has its own library on-site at its buildings on Banbury Road. The three faculty members of the Unit (Mark Harrison, Erica Charters and Sloan Mahone) work in a number of fields including the global history of medicine, the history of military medicine, and the history of psychiatry. A well-attended research seminar is held weekly throughout all three terms, and is run jointly with the historians of medicine.

Other Oxford institutions sustain a number of communities in the history of science. The St. Cross Centre for the History and Philosophy of Physics was inaugurated in 2015, and is extremely successful both as a forum for conferences in the history of physics, and in attracting a wide range of non-academic audiences. The Maison Française d’Oxford supports collaboration with French colleagues working in the history of science and technology, and hosts a regular seminar in the history of chemistry in addition to offering a research fellowship in the history of science. There is also significant presence of the history of science in the Voltaire Foundation and the Cultures of Knowledge Project, both of which, together with the Newton Project, are strongly committed to the use of the Web for publishing and analyzing historical materials.

A number of college fellows specialize in the history of science on topics covering a broad chronological spectrum, and a research seminar series is held at All Souls College in the history of the exact sciences. The field is also strengthened by the presence of a number of college research fellows who work on the history of computing and the history of mathematics. Chris Hollings is Departmental Lecturer in Mathematics and its History at the Mathematical Institute, and he has collaborated with Prof. Ursula Martin at the Institute to develop interest in the history of computing, particularly surrounding the work of Ada Lovelace (whose papers are at the Bodleian Library).

**Teaching of the History of Science at Oxford**

Oxford offers a variety of undergraduate options in the history of science. There are Optional, Further and Special Subjects on the undergraduate syllabus, covering subjects such as Medieval and Renaissance engineering and natural philosophy and engineering; the Scientific Revolution; and the history of scientific racism, eugenics and Social Darwinism. A new thematic paper has also recently been added, approaching the history of technology across broad chronological and geographical boundaries. You would participate in the teaching of some of these existing options, but would also be encouraged to develop new course options which reflect your research interests as well as the wider priorities of the Faculty.

History of Science courses are also taught outside the Faculty to students studying in the Physical and Medical Sciences, and it is offered as an optional subject for a research dissertation in Part II of the Chemistry degree. The new postholder could contribute to this teaching or develop new forms of teaching collaboration with other parts of the University which share an interest in the history of science.

Oxford hosts vibrant MSc and MPhil programmes in HSMT, and there is a substantial community of DPhil and postdoctoral students. At the graduate level, the principal teaching involves participating in the Methods and Themes course in Michaelmas Term, and offering two Advanced Papers in Hilary
(Winter) Term, on a subject areas of your own choosing. You will also be expected to supervise DPhil students.

**Duties**

**Research and public engagement**

1. Engage in intellectually rigorous historical research and publication in the field of post-1800 History of Science, working with students and colleagues to develop the field in new directions;

2. Maintain a successful publication record (appropriate to the stage of career, and accounting for career breaks) in the field of the post-1800 History of Science, and contribute to the Faculty’s REF submission;

3. Develop and submit grant proposals to support own research portfolio and contribute to the growth of the Faculty’s distinctive areas of expertise;

4. Disseminate research through participation in international conferences and seminars, and through other media;

5. Contribute to the impact of research in policy and/or practice;

6. Encourage research achievement and nurturing a research culture among junior colleagues and research students;

7. Promote awareness of the history of science within and beyond academia, using innovative methods and collaborating with organisations (e.g. museums, the media, schools);

**Teaching and supervision**

8. Engage in the teaching of undergraduates and graduates through tutorials and no fewer than 36 lectures or classes as organised by the Faculty and 6 hours per week for the College, and participate in undergraduate supervision and marking as appropriate;

9. Participate in the development and implementation of taught Masters degrees programmes, including supervising and examining students;

10. Participate in the development and implementation of the research degrees programme, including supervising and examining research students;
11. Contribute to the development and delivery of the Faculty’s curriculum portfolio including teaching, assessment and quality enhancement in interdisciplinary and/or specialist modules;

12. Ensure that students receive a high quality service and maintain excellent research output at the graduate level;

13. Take part in University examining for undergraduates and graduates as and when requested to do so;

14. Organize teaching for history undergraduates in College; be available for pastoral and academic support, if needed; and participate in the undergraduate admissions process in College. Initially, these duties will be shared with the current Supervising Tutor in History, but with the expectation that the new Fellow will take over the role in c. 18 months.

**General duties**

15. Play an active role within the Faculty of History, working with colleagues to fulfil the Faculty’s strategic objectives;

16. Participate in the administration of the subject group both in term and in the vacation;

17. Co-operate in the administrative work of the Faculty, including membership of committees or as one of the officers of the Faculty Board, as and when requested to do so by the Faculty Board;

18. Engage positively and proactively with the academic community in both the Faculty and College, Play an active role in Harris Manchester College as a member of Governing Body, engaging in administrative and committee work as needed, and with the possibility of taking on a college officer position, such as Tutor for Graduates, EDGE Officer, etc., for a fixed period of time (usually three years).

**Selection criteria**

Applications will be judged only against the criteria which are set out below. You should make sure that your application shows very clearly how your skills and experience meet these criteria. We are committed to fairness, consistency and transparency in selection decisions. Chairs of selection committees will be aware of the principles of equality of opportunity and fair selection and there will be both female and male members of the selection committee.

Selection committees will explicitly take into account any career breaks or other factors, such as part-time working or disability, which may affect the quantity of candidates’ publications.
## Qualifications and experience

### Essential
- A doctorate and an internationally recognisable academic and research track record within the field of the history of science post-1800, appropriate to the career stage and individual circumstances.

### Teaching

#### Essential
- Ability to educate and inspire graduate and undergraduate students in the history of science post-1800, and a proven ability to foster a high level of achievement in students.

#### Desirable
- Experience of curriculum and pedagogical design and development.
- A successful track record of doctoral supervision.

### Research and public engagement

#### Essential
- Clear plans for future research and the ability to attract funding.
- Ability to contribute high-quality publications to the Faculty’s future REF submissions.
- Broad vision and sufficiently wide historical interests to effectively contribute to the long-term development of the study of the history of science at Oxford, to the maintenance and further development of interest in the subject.

#### Essential
- Evidence of active contribution to academic communities including invited keynotes and/or chairing tracks and symposiums at academic national and international conferences.

#### Desirable
- Evidence of effective public engagement with research, and of promoting the subject beyond academia.

### Personal effectiveness

#### Essential
- Outstanding communication and interpersonal skills.
- Ability to build and develop internal and external networks and act as an ambassador to and for the University and the College.
- Professionalism as a colleague and proven track record of working with others.

#### Desirable
- Experience of promoting equality and diversity within an academic environment.

### Technical skills

#### Desirable
- Ability to utilise technological innovations to improve teaching and research.

## How to apply

We expect to hold interviews in Oxford in March 2019.
Queries about the post should be addressed to the Chair of the Faculty Board, John Watts john.watts@history.ox.ac.uk or, for Harris Manchester College, Victoria.Lill@hmc.ox.ac.uk. All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Queries about the recruitment process should be directed to recruitments@history.ox.ac.uk.

Applications must be submitted by 12 noon (UK time) on 11 January 2019.

All applications must be made online. To apply, click on the Apply Now button on the ‘Job Details’ page (go to https://www.ox.ac.uk/about/jobs/academic/index/, click on the relevant post title) and follow the on-screen instructions to register as a new user or log-in if you have applied previously.

You will be required to complete a number of screens with your application details. You should ensure that you supply your full contact details as shown on the screen. When prompted, please give the names and contact details of three referees: please note that we will not ask for references until after shortlisting.

In addition, please upload:

1. A full CV and publications list;

2. A supporting statement explaining how you meet the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time taken to care for dependants);

3. A piece of your written work. This can be an article or chapter, published or unpublished, but should be chosen to best showcase your work. It should be no longer than 8,000 words.

We do not require any other uploads, so please do not send us certificates, testimonials, etc.

Please upload all documents as PDF files with your name and the document type in the filename.

Should you experience any difficulties using the online application system, please email recruitment.support@admin.ox.ac.uk. Further help and support is available from www.ox.ac.uk/about_the_university/jobs/support/. To return to the online application at any stage, please go to: www.recruit.ox.ac.uk. Please note that you will be notified of the progress of your application by automatic emails from our e-recruitment system. Please check your spam/junk mail regularly to ensure that you receive all emails.
Essential information for applicants

Support and benefits

The History Faculty in Oxford is the largest in the UK, both in terms of students and academic staff. Its size enables it to be a diverse and supportive community, and one which prides itself on its open and democratic style of governance. All postholders are encouraged to participate in the development of new initiatives, in teaching and research. In recent years the Faculty has had an outstanding success rate in achieving externally-funded awards for its research, along with considerable support through the University’s John Fell Fund. The research applications of members of the Faculty are supported by a Research Development Officer based in the History Faculty Building.

One of the most enjoyable aspects of working at Oxford is the collegial working environment. Your interactions with colleagues in the Faculty, and the interdisciplinary nature of your College community will broaden and challenge your perspectives. This collegiate atmosphere provides a supportive environment where you can explore new avenues of research and teaching.

You will be supported by a Faculty mentor, who will be available to give advice on all aspects of the position (other than those relating exclusively to the College). A separate Faculty assessor will also be assigned to you: the assessor will prepare an interim report for the Faculty Board mid-way through the initial period of office, and a final report upon completion of the period (when you will be considered for reappointment to the normal retiring age). These arrangements are intended to support you in meeting the objective of reappointment. You will also be offered an annual career development review, the opportunity to hold a Monograph Workshop (on a monograph nearing completion) and support in preparation for the REF.

The Faculty and College are committed to providing you with the time and resources needed to develop your research ambitions. Associate Professor is the main academic career grade at Oxford with a focus on research and teaching, spanning the full range of professor grades in the USA. Associate Professors are full members of University departments/faculties and college governing bodies playing a role in the democratic governance of the University and their college. You will join a lively, intellectually stimulating and multi-disciplinary community which performs to the highest international levels in research and teaching, with extraordinary levels of innovation, creativity and entrepreneurship.

There is considerable flexibility in the organisation of duties, with three eight-week undergraduate teaching terms and generous sabbatical leave to balance teaching and research (please see the Benefits, Terms and Conditions section for further details of sabbatical leave). There is the potential for temporary changes to the balance of duties between College and University to enable a focus on different aspects of work at different stages in your career.

Oxford offers many opportunities for professional development in research and teaching. Associate Professors may apply for the title of full Professor in annual exercises. If the title is conferred, you...
will also have access to professorial merit pay opportunities. In exceptional cases, the title of full Professor may be awarded on appointment.

Appointments are confirmed as permanent on successful completion of a review during the first five years. The vast majority of Associate Professors successfully complete this initial review.

**The role of Associate Professor at Oxford**

Associate Professor is the main academic career grade at Oxford with a focus on research and teaching, spanning the full range of professor grades in the USA. Associate Professors are appointed jointly by a University department/faculty and an Oxford college, and you will have a contract with both.

Associate Professors are full members of University departments/faculties playing a role in the democratic governance of the University and their college. You will join a lively, intellectually stimulating and multi-disciplinary community which performs to the highest international levels in research and teaching, with extraordinary levels of innovation, creativity and entrepreneurship.

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**The Faculty of History**

Oxford’s Faculty of History, which is the parent faculty of the History of Art Department, is the largest in the UK, and one of the largest in the world. It has a very strong international reputation for its scholarship and its teaching of undergraduate and graduate students, with particular strengths that reach from late Roman times to the contemporary world, in the history of the British Isles, continental Europe, imperial and global history, the United States, economic and social history, intellectual history, and the history of science, medicine, and technology. Within the Faculty there is also the History of Art Department and a Wellcome Unit for the History of Medicine. With the size of its History Faculty, its lively and varied research seminars and the major resources available for research, which include, among others, the outstanding collections of the Bodleian Library and the University museums, Oxford offers a uniquely attractive research environment.
The Faculty of History provides a robust and supportive framework for research, including:

- Financial support for research travel, research assistance, and editorial help
- A standard sabbatical leave system, with the possibility of additional special leave
- Peer mentoring and career development review of research plans and progress
- Research collaborations with other institutions
- Energetic encouragement and support of externally-funded research projects, and for internal and interdisciplinary collaborations, through research centres
- Support of, and engagement with, interdisciplinary teaching
- Assistance in the formulation of research plans and funding bids

The Faculty enables all its postholders to request up to £800 per year for research expenses, and makes additional funds available for organising conferences in Oxford. Annual career development reviews identify those staff who may need extra support in achieving their research objectives, e.g. through relief from teaching or administrative burdens. Postholders can apply for seed-corn funding for specific research projects from the University’s John Fell Fund, which can then help applicants to secure major external funding. In addition, to assist newly-appointed postholders in the development and publication of their research, Faculty funds are available for each new postholder to hold a workshop at which colleagues can discuss drafts of their next monograph.

More information about the Faculty can be found on our website: www.history.ox.ac.uk

The Humanities Division

The Humanities Division is one of four academic divisions in the University of Oxford, bringing together the faculties of Classics; English; History; Linguistics, Philology and Phonetics; Medieval and Modern Languages; Music; Oriental Studies; Philosophy; and Theology and Religion, as well as the Ruskin School of Art. The Division has more than 500 members of academic staff, approximately 4,100 undergraduates (more than a third of the total undergraduate population of the University), 1,000 postgraduate research students and 720 students on postgraduate taught courses.

The Division offers world-class teaching and research, backed by the superb resources of the University’s libraries and museums, including the famous Bodleian Libraries, with their 11 million volumes and priceless early book and manuscript collections, and the Ashmolean Museum of Art and Archaeology. Such historic resources are linked to innovative agendas in research and teaching, with an increasing emphasis on interdisciplinary study. Our faculties are among the largest in the world, enabling Oxford to offer an education in Arts and Humanities unparalleled in its range of subjects, from music and fine art to ancient and modern languages.

For more information please visit: www.humanities.ox.ac.uk

Harris Manchester College

There are 38 self-governing and independent colleges at Oxford, giving both academic staff and students the benefits of belonging to a small, interdisciplinary community as well as to a large, internationally-renowned institution. The collegiate system fosters a strong sense of community,
bringing together leading academics and students across subjects, and from different cultures and countries.

Harris Manchester College (HMC) is a small, friendly community whose aim is to provide the best possible education for students over 21 years of age. A direct descendant of the Dissenting Academy established in Manchester in 1786, HMC has been a full college of Oxford University since 1996. HMC is centrally situated in handsome Victorian buildings, five minutes’ walk from the History Faculty Building, the Museum of the History of Science, and the main Bodleian Library.

The College currently has around 114 undergraduate and 121 graduate students. There are 29 members of the Governing Body, as well as 29 Senior Research Fellows and 26 Supernumerary Fellows and 12 Research Fellows. Fellows’ research covers Business Management, Economics, Education, Engineering, English, History, Human Sciences, Law, Medicine, Philosophy, Politics, Psychology, and Theology. The Andreas Idreos Chair in Science and Religion is based at HMC (the current holder of which is Professor Alister McGrath) and there is a lively community of graduate students in this field, some of them working on historical topics.

Although Harris Manchester is a small college in university terms, we have the sixth largest library collection. The Tate Library has a continually growing book stock, and the main reading room is a comfortable and attractive working environment. The Library has well-developed services and electronic resources, and an excellent library staff who respond very quickly to the needs of students and fellows alike. Each student has a small allowance which they can use to buy books (with library discount). The College spends more per student on books than most Oxford colleges and we are committed to continue to invest in History resources.

The College aims to admit around five students per year to read for the BA in History (including History & Economics, History & English and History & Politics). The position of Supervising Tutor in History is currently taken by our British Academy Post-Doctoral Research Fellow (Dr Michael Depreter, and Early Modernist). Both the Principal (Professor Jane Shaw) and the Senior Tutor (Professor Lesley Smith) are historians; Professor Smith takes an active role in teaching the History cohort.

As a small College, we also expect Governing Body Fellows to take on one of the other roles that help make the College community successful, such as Women’s Officer, EDGE Officer, or Tutor for Graduates.

**About the University of Oxford**

Oxford’s departments and colleges aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford’s researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

Oxford’s self-governing community of international scholars includes Professors, Associate Professors, other college tutors, senior and junior research fellows and over 2,500 other University research staff. Research at Oxford combines disciplinary depth with an increasing focus on inter-disciplinary and multi-disciplinary activities addressing a rich and diverse range of issues.
Oxford’s strengths lie both in empowering individuals and teams to address fundamental questions of global significance, and in providing all staff with a welcoming and inclusive workplace that supports everyone to develop and do their best work. Recognising that diversity is a great strength, and vital for innovation and creativity, Oxford aspires to build a truly inclusive community which values and respects every individual’s unique contribution.

While Oxford has long traditions of scholarship, it is also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities. It consistently has the highest external research income of any university in the UK (the most recent figures are available at www.ox.ac.uk/about/organisation/finance-and-funding), and is ranked first in the UK for university spin-outs, with more than 130 spin-off companies created to date. Oxford is also recognised as a leading supporter of social enterprise.

Oxford admits undergraduate students with the intellectual potential to benefit fully from the small group learning to which Oxford is deeply committed. Meeting in small groups with their tutor, undergraduates are exposed to rigorous scholarly challenge and learn to develop their critical thinking, their ability to articulate their views with clarity, and their personal and intellectual confidence. They receive a high level of personal attention from leading academics.

Oxford has a strong postgraduate student body which now numbers over 10,000. Postgraduates are attracted to Oxford by the international standing of the faculty, by the rigorous intellectual training on offer, by the excellent research and laboratory facilities available, and by the resources of the museums and libraries, including one of the world’s greatest libraries, the Bodleian.

For more information please visit www.ox.ac.uk/about/organisation

**University Benefits, Terms and Conditions**

**Salary**

The University component of the salary will be on the scale for Associate Professors (£39,639 - £53,226). The combined College and University salary will be on a scale up to £63,463 per annum.

Those appointed below the top of this salary range will receive annual increments until they reach the top point. There is also an annual ‘cost-of-living’ review. In exceptional cases, the Department/Faculty board may propose the awarding of additional increments within the substantive scale to an Associate Professor at any time during their appointment.

Additional remuneration may be paid for graduate supervision, examining and some tutorial teaching. Those holding administrative appointments within the department/faculty may be eligible for additional payments.

**Pension**

The University offers generous pension provision. Associate Professors are usually offered membership of the Universities Superannuation Scheme.
Details are available at [www.admin.ox.ac.uk/finance/epp/pensions/schemes/uss/](http://www.admin.ox.ac.uk/finance/epp/pensions/schemes/uss/).

**Sabbatical leave**

You will be eligible for sabbatical leave to allow you to focus on your research. In general, one term of leave is available for each six terms worked. This leave may either be taken as one term of leave after 6 terms of service, or accumulated and taken as one year of leave after 6 years of service.

**Outside commitments**

You may apply to spend up to 30 working days in each year on projects outside your employment duties, such as consultancy, spin-out activity and membership of research councils and other bodies. There is no limit to earnings from these activities without deduction from salary. Details of the approval process may be found at [www.admin.ox.ac.uk/personnel/staffinfo/academic/approvaltoholdoutsideappointments/](http://www.admin.ox.ac.uk/personnel/staffinfo/academic/approvaltoholdoutsideappointments/).

Guidance is also available on ownership of intellectual property [www.admin.ox.ac.uk/statutes/regulations/182-052.shtml](http://www.admin.ox.ac.uk/statutes/regulations/182-052.shtml) and managing conflicts of interest [www.admin.ox.ac.uk/researchsupport/integrity/conflict/policy/](http://www.admin.ox.ac.uk/researchsupport/integrity/conflict/policy/).

**Membership of Congregation**

Oxford’s community of scholars governs itself through Congregation which is its “parliament”. You will be a voting member of Congregation. See [www.ox.ac.uk/about/organisation/governance](http://www.ox.ac.uk/about/organisation/governance) and [www.admin.ox.ac.uk/statutes/781-121.shtml](http://www.admin.ox.ac.uk/statutes/781-121.shtml) for further details.

**Family support**

The University offers generous family leave arrangements, such as maternity, adoption, paternity and shared parental leave. Details are available at [www.admin.ox.ac.uk/personnel/during/family/](http://www.admin.ox.ac.uk/personnel/during/family/). You will have considerable flexibility in the day-to-day organisation of duties in the Associate Professor role. Requests for flexible working patterns will be accommodated as far as possible.

You will be eligible to apply to use the University nurseries (subject to availability of places). For details of the nurseries and how to apply for places, please see [www.admin.ox.ac.uk/childcare/](http://www.admin.ox.ac.uk/childcare/).

The University subscribes to My Family Care, a benefit which allows staff to register for emergency back-up childcare and adultcare services, a ‘speak to an expert’ phone line and a wide range of guides and webinars through a website called the Work + Family Space. For more details, please see [www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc/](http://www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc/).

The Oxford University Newcomers' Club is run by volunteers, whose aim is to help the newly-arrived partners of visiting scholars, of graduate students and of newly appointed academic and administrative members of the University to settle in and to give them opportunities to meet people in Oxford. Further information is available at [www.newcomers.ox.ac.uk/](http://www.newcomers.ox.ac.uk/).
Welcome for International Staff

One of Oxford’s great strengths is its truly international body of research and teaching staff from over 140 countries, and we welcome applications from academics across the world. We can help international staff and partners/families make the transition to Oxford. Information about relocation, living and working in the UK and Oxford is available at welcome.ox.ac.uk.

If you require a visa, we have a dedicated team to support successful applicants through the immigration process (for Tier 1 and Tier 2 visas) from job offer through to arrival in the UK.

Relocation

Subject to UK tax regulations and the availability of funding, a relocation allowance may be available.

Promoting diversity

The University is committed to recruiting and retaining the best people, whoever they are, to ensure equality of opportunity. The Vice Chancellor’s Diversity Fund provides resources for innovative projects to promote diversity.

The Equality and Diversity Unit promotes good practice across the University by developing policies and offering training, and runs a range of support networks for staff. It works closely with Colleges, the Oxford University Student Union and external campaign groups. Please see www.admin.ox.ac.uk/eop/ for details.

Other benefits and discounts for University employees

The University has a range of facilities and benefits for its staff, including discounted health insurance, sustainable travel schemes, and discounts in local shops and restaurants. Details are available at: www.admin.ox.ac.uk/personnel/staffinfo/benefits/
www.admin.ox.ac.uk/personnel/staffinfo/discountsforstaff/services/

Pre-employment screening

Your appointment will be subject to the University’s standard pre-employment screening. This will include right-to-work, proof of identity, references, a pre-employment health declaration, and any other checks as applicable to the post. We advise you to read the notes for applicants at www.ox.ac.uk/about/jobs/preemployscreening/.

Length of appointment

Appointments to Associate Professorships at Oxford are confirmed as permanent on successful completion of a review during the first five years.

The University operates an employer justified retirement age for all academic posts, for which the retirement date is 30 September immediately preceding the 69th birthday.
The justification for this may be found at [www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+](http://www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+)

For existing employees, any employment beyond the retirement age is subject to approval through the EJRA procedures. Further details can be found at [www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+](http://www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+)

**Data Privacy**

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University’s Privacy Notice for Job Applicants at: [www.admin.ox.ac.uk/councilsec/compliance/gdpr/privacynotices/job/](http://www.admin.ox.ac.uk/councilsec/compliance/gdpr/privacynotices/job/).

The University’s Policy on Data Protection is available at: [www.admin.ox.ac.uk/councilsec/compliance/gdpr/universitypolicyondataprotection/](http://www.admin.ox.ac.uk/councilsec/compliance/gdpr/universitypolicyondataprotection/).

**College Benefits, Terms and Conditions**

**The College**

The College will offer the new Fellow:

- Full membership of the Governing Body
- Membership of the Senior Common Room including full dining rights
- A study
- £300 towards the cost of a new bicycle
- A small book and research allowance
- Membership of a local gym and health club
- A shared equity scheme to help with housing costs

The College is always pleased to offer fellows its facilities for conferences, lectures and seminars, as well as the opportunity to entertain guests both for formal and informal meals in College.

**Offer of employment**

Applications for this post will be considered by a selection committee containing representatives from both the Faculty of History and Harris Manchester College. The selection committee is responsible for conducting all aspects of the recruitment and selection process; it does not, however, have the authority to make the final decision as to who should be appointed. The final decision will be made by the Humanities divisional board and the governing body of Harris Manchester College on the basis of a recommendation made by the selection committee. No offer of appointment will be valid, therefore, until and unless the recommendation has been approved by both the divisional board and the governing body, and a formal contractual offer has been made.