





# Job Description and Selection Criteria

Post	Associate Professorship (or Professorship) of Materials		
Department/Faculty	Department of Materials		
Division	Mathematical, Physical and Life Sciences		
College	Trinity College		
Contract type	Permanent upon completion of a successful review. The review is conducted during the first 5 years.		
Salary	Combined University and College salary from £55,755 - £74,867 p.a. plus additional benefits as detailed below including a Housing Allowance of £18,000 per annum. An additional allowance of £3,155 p.a. would be payable upon award of Full Professor title.		

# **Overview of the post**

The Department of Materials and Trinity College are recruiting an Associate Professor or Professor of Materials with effect from 1<sup>st</sup> September 2025 or soon thereafter. The successful candidate will work at the Department of Materials and also will be appointed to a Tutorial Fellowship at Trinity College.

The Department of Materials at Oxford University is a world leader bringing a highly interdisciplinary approach to the development of materials with a particular focus on materials for a sustainable future across a range of materials systems and technologies including energy storage and conversion materials. The work of the department is underpinned by excellence in the, theory and modelling of materials, microstructural and nanoscale characterisation of materials, and the processing and production of materials.

The postholder may specialise in any aspect of Materials Science, laboratory based or modelling. Areas of particular interest for the current post include *but are not limited to*: the development and application of atom-probe tomography, biomaterials and materials for medical applications, quantum materials, and materials processing. We are seeking an exceptional candidate who will complement our existing activities in the Department of Materials, and who will contribute to strengthening our teaching and research. The successful candidate will have a doctorate in materials science or a closely related subject, and will have a record of internationally excellent research clearly centred on Materials Science, supported by strong publications commensurate with their career stage.



The successful candidate will be required: to build an independent research group, consistent with the department's strategy, that delivers science research of the highest international quality, to disseminate that research; to engage in knowledge transfer activities; to teach, supervise and examine undergraduate and postgraduate research students; and to participate in the administration of the department and college.

Specifically in the College, you will be one of two Materials Scientists with Tutorial Fellowships and you will help to manage a lively group of undergraduate and graduate materials scientists, and play a full part in the teaching of Materials Science at undergraduate level.

Queries about the post should be addressed to the Head of Department, Professor Pete Nellist, at <u>head.department@materials.ox.ac.uk</u>, telephone: +44 (0) 1865 273737, or to the Senior Tutor at St Trinity College, Dr Rebecca Bullard (<u>rebecca.bullard@trinity.ox.ac.uk</u>). All enquiries will be treated in strict confidence and will not form part of the selection decision.

The University of Oxford is a member of the Athena SWAN Charter to promote women in Science, Engineering, Technology and Medicine. The University holds an Athena SWAN bronze award at institutional level in recognition of its efforts to introduce organisational and cultural practices that promote gender equality and create a better working environment for staff and students of any gender identity. The Department of Materials places a strong emphasis on developing a workplace based on principles of equality and diversity, and currently holds an Athena SWAN bronze award. Potential applicants are welcome to contact the Department's Athena SWAN champion (angus.wilkinson (@materials.ox.ac.uk)) to discuss any aspects of the Department's approach to equality and diversity, or equality@admin.ox.ac.uk for further information about Athena SWAN at the University of Oxford. Information about Athena Swan in MPLS can be found at <a href="http://www.mpls.ox.ac.uk/equality-and-diversity/athena-swan">http://www.mpls.ox.ac.uk/equality-and-diversity/athena-swan</a>.

Applicants shortlisted for interview will have the opportunity to meet the Athena Swan Co-ordinator when visiting the department, attending their interview or by telephone, where the diversity of the department will be highlighted and the department's approach to diversity will be explained.

## The role of Associate Professor at Oxford

Associate Professor is the main academic career grade at Oxford. Associate Professors have responsibility for developing the careers of people in their group, department, and the wider environment by leading a successful programme of research, being an enthusiastic and engaging teacher and by promoting equality, diversity, and inclusion across all facets of the Collegiate University. Associate Professors are appointed jointly by a University department/faculty and an Oxford college, and you will have a contract with both. Further information about the College Tutorial Fellowship is found <u>here.</u>

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 as a trustee of the 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 8-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.

We would expect the post-holder to spend, on average, approximately 10-30% of their time on teaching, 50-70% on research and 10-20% on administrative and pastoral responsibilities, noting that the relative fraction may vary within these ranges during their time in Oxford.

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.

### **Duties of the post**

The main duties of the post are as follows:

#### **Research**

1	Establish/maintain your own research group in the field of Materials Science fostering a collaborative, inclusive and supportive research environment among all staff and students
2	Develop and submit competitive grant proposals to support your own research and contribute to the growth of distinctive areas of expertise in the Department and the wider University
3	Maintain a successful publication record (appropriate to the stage of career, and accounting for career breaks) and disseminate your group's research through participation in international conferences and seminars, and other media
4	Engage in activities to enable your research to have wider impact beyond academia, using innovative methods and collaborating with external stakeholders (which could include other educational organisations, governments, NGOs or civil society)

#### **Teaching and Supervision.**

1	At the College, teach undergraduates through tutorials of six weighted* hours per week averaged over three eight-week terms in Materials Science.
	Coordinate, set and mark College termly exams (Collections); monitor student progress, and write termly reports on students' work; and organise, where necessary, teaching by specialist colleagues in other colleges.
	*The colleges operate a 'weighted hours' scheme, under which a one-to-one tutorial counts as one stint hour, a two-person tutorial as 1.25 hours; a three-person as 1.5 hours. Tutorials consist of an hour of academic discussion between tutor and students, and tutors are expected to mark written work as part of each tutorial.

2	Contribute to the ongoing development, improvement and diversification of the undergraduate curriculum within the department; deliver lectures, undertake laboratory demonstrating; supervise 4th-year undergraduate and doctoral students, and participate in examining, marking and assessment as appropriate.
3	Take responsibility for the pastoral care of students studying Materials Science within the department and College (alongside the College Welfare Team) and to act as College Advisor to a small number of graduate students at the College.
4	Help to organise and participate in full in the processes for admitting undergraduates, foundation year students, and graduate students to the College.

#### **General duties**

1	Embed the principles of mutual respect, equality, diversity and inclusivity in all aspects of your work and in interactions with colleagues; undertake training as and when asked to do so
2	Ensure all lab, field and office work is undertaken safely and that your team has a proactive approach to safety and to mental and physical health
3	Engage positively with the Department and play an active role in the administrative and governance of the Department
4	Serve as a Trustee of Trinity College (an educational charity), participate fully in the administrative work of the College, including attendance at Governing Body, service on College committees, and potentially taking on College offices.
5	Mentor, as required, postdoctoral researchers in Materials Science (or related disciplines) associated with the College.
6	Participate in the intellectual life of the College and in its programme of outreach and public engagement.

## **Selection criteria**

Your application will be judged only against the criteria which are set out below. You should ensure that your application shows clearly how your skills and experience meet these criteria. The University demonstrates its support for <u>DORA</u> (San Francisco Declaration on Research Assessment) to which the University became a signatory in 2018.

The University is committed to fairness, consistency and transparency in selection decisions. Members of selection committees will be aware of the principles of equality of opportunity, fair selection and the risks of bias. There will be both female and male committee members.

If, for any reason, you have taken a career break, suffered with a long-term illness or debilitating condition (e.g. long-COVID), or have had an atypical career and wish to disclose this in your application, the selection committee will take this into account, recognising that the quantity of your research may be reduced as a result.

Applications will be judged only against the criteria which are set out below, so you should make sure that you show very clearly how your skills and experience meet these criteria.

Qualifications and Research				
Essential	A doctorate in an area relevant to the field of Materials Science			
Essential	An internationally recognised academic and research record within the field of Materials Science or a closely related field, or on the trajectory to achieve this			
Essential	A publication record that demonstrates impact within the field appropriate to your career stage, and accounting for career breaks or personal circumstances			
Essential	The ability to develop an independent programme of research and attract and manage research funding			
Essential	An exciting, ambitious and credible research vision and proposal that is consistent with the department's research strengths and status			
Teaching				
Essential	Commitment to teaching and ability to educate and inspire high-achieving undergraduate and graduate students from all backgrounds and to help them reach their full potential			
Desirable	A creative approach to teaching			
Personal eff	ectiveness			
Essential	The ability to support and guide a research group of post-doctoral staff and research students, and help them to develop into successful independent researchers			
Essential	Communication and interpersonal skills enabling the formation of good working relationships with colleagues, students and collaborators			
Essential	Ability and commitment to provide pastoral and academic support for students and researchers at all stages in their university career			
Essential	Good citizenship and a willingness to undertake administrative duties (within reason) to support the smooth running of the Department and the College. A commitment to advocating for equality, diversity and inclusion in research, teaching and/or the broader community			
Desirable	Achievement of impact of research beyond academia and a readiness to communicate to a wider public the central interest and importance of the field			

#### The successful candidate will demonstrate the following.

## How to apply

To apply, visit <u>https://my.corehr.com/pls/uoxrecruit/erq\_jobspec\_details\_form.jobspec?p\_id=179504</u>, then click on the **Apply Now** button on the 'Job Details' page and follow the on-screen instructions to register as a new user or log-in if you have applied previously. Please refer to the "Terms of Use" in the left-hand menu bar for information about privacy and data protection. Please provide details of three referees and indicate whether the University may contact them now.

You will be asked to upload (1) a full CV with publications list, (2) a supporting statement (two pages max), and (3) a research vision and proposal (five pages max), as follows:

(1) Full CV including publications, teaching experience, career details to date, and awards received. Use asterisks to highlight five publications to which you made very significant contributions and that evidence your research excellence.

You will also be asked to provide details of three referees and indicate whether the University may contact them now. The University will assume that it is free to approach your referees at any stage unless your application specifies otherwise. You should also contact these three referees to ensure they are aware of your application and of the requirements for the post, and to ensure that they would be content to write a reference for you for this post, if asked.

(2) The supporting statement (two pages max) should explain how you meet the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment and education. You may also choose to include a contextual statement (one page) with your supporting statement. This will allow you, should you wish, to highlight life events (such as covid-19, maternity leave or leave to care for other dependants) that may have impacted on your research output. The panel will give consideration to this when shortlisting.

(3) The research proposal (two pages max) should set out your vision, plans and priorities for research over the next five years. You may wish to suggests interactions with the department's core strengths. These include characterisation with an extensive suite of atom probe tomography systems, electron microscopes, focused ion beam instrument and micromechanical testing; computational materials modelling and methodology development within our Materials Modelling Laboratory; and manufacturing and processing with associated experimental capabilities. We currently have significant research activity relating to the development of materials for energy conversion and storage, structural and nuclear materials, nanomaterials and quantum devices and polymers. The department is the national champion for energy storage materials within the UK's Royce Institute for Advanced Materials initiative. Researchers in the department were also co-founders of the Faraday Institution (FI) and now lead three FI projects on solid-state batteries, lithium-ion cathode materials and electrode manufacturing. The department has close ties with national characterisation facilities including at the nearby Harwell Science Campus such as the Diamond Light Source.

The University and colleges welcome applications from candidates who have a disability or long-term health condition and is committed to providing long term support. The University's disability advisor can provide support to applicants with a disability, please see <a href="https://edu.admin.ox.ac.uk/disability-support">https://edu.admin.ox.ac.uk/disability-support</a> for details. The College welcomes discussion with candidates about disability-related support needs at any stage of the appointment process and beyond. Please feel free to contact the College Senior Tutor (<a href="mailto:Rebecca.bullard@trinity.ox.ac.uk">Rebecca.bullard@trinity.ox.ac.uk</a>) or Domestic Bursar (<a href="mailto:lynne.adam@trinity.ox.ac.uk">lynne.adam@trinity.ox.ac.uk</a>) for a confidential conversation. Please let us know if you need any adjustments to the recruitment process, including the provision of these documents in large print, audio or other formats. If we invite you for interviews, we will ask whether you require any particular arrangements at the interview. The University Access Guide gives details of physical access to University and college buildings <a href="https://www.accessguide.ox.ac.uk/">https://www.accessguide.ox.ac.uk/</a>.

Teaching commitments are mainly concentrated into Oxford's three 8-week undergraduate teaching terms, making it easier to balance teaching and research. There is considerable flexibility in the organisation of duties, and generous sabbatical leave.

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

All applications must be received by **12.00 noon** on the closing date stated in the online advertisement.

Should you experience any difficulties using the online application system, please email <u>recruitment.support@admin.ox.ac.uk</u>. Further help and support is available from <u>https://hrsystems.admin.ox.ac.uk/recruitment-support</u>. To return to the online application at any stage, please log back in and click the "My applications" button on the left-hand side of the page

Please note that you will be notified of the progress of your application by automatic emails from our erecruitment system. **Please check your spam/junk mail** regularly to ensure that you receive all emails.

# The Department of Materials

The Department is one of nine within the Mathematical, Physical and Life Sciences Division of the University of Oxford, and one of world's leading materials teaching and research institutions. According to the UK's Research Excellence Framework 2021 assessment (in a Unit of Assessment joint with Engineering Science), 97% of the Overall Research was awarded the 3\* (26% - internationally excellent) and the highest 4\* (71% - world-leading) rating. For Research Impact and Research Environment our submission was ranked first equal within the Unit of Assessment with 90% and 100% respectively of Oxford's submission receiving the 4\* rating, and overall we obtained the second highest percentage of 4\* contributions within our Unit of Assessment. National league tables (Guardian, Times Good University Guide) regularly place us as the UK's top materials department.

Members of the Department, from graduate students to professors, win national and international awards for their contributions to materials science, including recognition from the Royal Society, the Royal Academy of Engineering and the American National Academy of Engineering. The Department is also active in commercialisation of its intellectual property through licensing to industry and setting up of spin-off companies.

Materials science is a diverse and exciting discipline, and expanding directions in the Department's research include energy storage materials and devices, and materials for quantum computing, while recently we have also significantly reinforced our leading strengths in materials characterisation, modelling and physical metallurgy.

The Department has extensive laboratory space and supporting facilities spread over two main sites. The central main site, within the Oxford Science Area, Parks Road, has seven buildings. The second site is the Oxford University Begbroke Science Park, located five miles north of Oxford. A minibus provides transport between the two sites.

The Department of Materials strives to ensure that all staff and students are given the opportunities and support they need to achieve their potential. We are committed to equality of opportunities and to advancing women and underrepresented groups' careers. We support staff returning from long-term absence and provide flexible arrangements for staff with parental responsibilities. Further information about family support can be found in the Standard Terms and Conditions. Our Equality, Diversity and Inclusion Committee contributes to many aspects of our work, see <a href="https://www.materials.ox.ac.uk/edi#/">https://www.materials.ox.ac.uk/edi#/</a>

The Department of Materials holds a Bronze Athena Swan award to recognise advancement of gender equality, representation, progression and success for all. The Department is also member of WISE (<u>https://www.wisecampaign.org.uk/</u>) and AFBE-UK Association for Black and Minority Ethnic Engineers (<u>https://www.afbe.org.uk/</u>)

As part of the department's commitment to openness, inclusivity and transparency, we strongly encourage applications from all who consider they meet the requirements of the post, and particularly from women and ethnic minorities.

### TEACHING

The teaching in the Department is regularly rated as high quality. We teach two four-year undergraduate degree programmes (M.Eng level). The joint intake for this course is about 42 a year. Around 52 graduates are accepted each year to study for research degrees.

### RESEARCH

The Department has an outstanding record for world class research, as underlined by the UK Government's most recent assessment of research excellence in UK universities, the 2021 REF <<u>https://results2021.ref.ac.uk/</u>>, where Oxford Materials was one of the top-rated materials departments in the country. Annual external research funding in the Department is approximately £10 million, from industry, research councils, the EU and charities.

For more information on the Department of Materials, please visit: <u>https://www.materials.ox.ac.uk</u>

## The Mathematical, Physical and Life Sciences Division

The Mathematical, Physical, and Life Sciences (MPLS) Division is one of the four academic divisions of the University. Oxford is widely recognised as one of the world's leading science universities and the MPLS Division is home to our non-medical sciences, with 9 academic departments that span the full spectrum of the mathematical, computational, physical, engineering and life sciences, and undertake both fundamental research and cutting-edge applied work. Our research tackles major societal and technological challenges – whether developing new energy solutions or improved cancer treatments, understanding climate change processes, or helping to preserve biodiversity, and is increasingly focused on key interdisciplinary issues. We collaborate closely with colleagues in Oxford across the medical sciences, social sciences and humanities, and with other universities, research organisations and industrial partners across the globe in pursuit of innovative research geared to address critical and fundamental scientific questions.

The disciplines within the MPLS Division regularly appear at the highest levels in rankings, including the Times Higher Education and QS world rankings. Nationally, the quality of the Division's research outputs and environment, and the resulting impact, was recognised through strong performances in the UK Research Excellence Framework in both 2014 and 2021.

MPLS is proud to be the home of some of the most creative and innovative scientific thinkers and leaders. Our researchers have been awarded some of the most significant scientific honours and we have a strong tradition of attracting and nurturing the very best early career researchers who regularly secure prestigious fellowships and faculty positions. MPLS is at the forefront of promoting equality, diversity and inclusion within the Collegiate University. We provide support to our departments to enable them to diversity their staffing, providing benefits to all, offer an array of development opportunities, and we are pleased to note that all academic departments in the Division hold Athena Swan Awards.

We have around 7,000 full and part-time students (including approximately 3,500 graduate students) and play a major role in training the next generation of leading scientists. Oxford's international reputation for excellence in teaching is reflected in its position at the top of the major league tables and subject

assessments. Through a mixture of lectures, practical work and the distinctive college tutorial system, students develop their ability to solve diverse mathematical, scientific and engineering problems.

MPLS is dedicated to bringing the wonder and potential of science to the attention of audiences far beyond the world of academia. We have a strong commitment to supporting public engagement in science through initiatives including the Oxford Sparks portal (<u>www.oxfordsparks.ox.ac.uk</u>) and a large variety of outreach activities; these are crucial activities given so many societal and technological issues demand an understanding of the science that underpins them. We also bring the potential of our scientific efforts forward for practical and beneficial application to the real world and our desire, aided by the work of Oxford University Innovation and Oxford Sciences Innovation, is to link our best scientific minds with industry and public policy makers.

For more information about the MPLS division, please visit: <u>www.mpls.ox.ac.uk</u>

# **Trinity College**

Oxford has more than thirty self-governing and independent colleges, which offer academics and students the opportunity to belong to a small, interdisciplinary community as well as a large, internationally renowned University. Founded in 1555, Trinity College occupies a green and spacious site in the city centre, very close to the Department of Materials Science. It currently admits approximately 90 undergraduates and 60 graduate students each year, with a balance between humanities, social science and science disciplines. The Governing Body of the College is comprised of Tutorial Fellows, Professorial Fellows, and College Officers. The broader academic community also includes Junior and Senior Research Fellows, Career Development Fellows, and some fifty College Lecturers, who offer specialist teaching to undergraduates. The College prides itself on combining the highest academic standards with a particularly friendly sense of community.

Trinity admits six undergraduates a year to read for the MEng in Materials Science, with up to 24 students studying this subject in residence at any one time. The College also admits students for the DPhil in Materials, as well as for the Inorganic Materials for Advanced Manufacturing CDT programme. Postdocs in the research groups of Trinity's Tutorial Fellows are warmly welcome to become members of the College's Middle Common Room, which offers them a valuable academic and social space.

Students at Trinity benefit from a team of experienced and committed tutors in the subject, currently led by our Tutorial Fellows, Prof. Jan Czernuszka and Dr Hannah Stern, and including a college lecturer, Dr Charlotte Lynch. Trinity is proud to number among its Fellowship a number of esteemed academics in areas related to Materials Science, including Prof. Steve Sheard and Dr Dong (Lilly) Liu, Tutorial Fellows in Engineering Science; Prof Justin Wark and Dr Sam Vinko, Tutorial Fellows in Physics; and Prof. Susan Perkin and Dr Meera Mehta, Tutorial Fellows in Chemistry.

In addition to the salary for this post, Trinity provides Tutorial Fellows with a generous housing allowance (details below) and a modest allowance for research- and teaching-related expenses. Accommodation is sometimes available to rent from the College; candidates are invited to discuss their requirements during the appointment process.

All Tutorial Fellows are allocated an individual teaching room in College. They also become members of Trinity's Senior Common Room and enjoy generous dining rights, as well as a convivial and intellectually stimulating academic community.

For more information about Trinity College, please visit: <u>www.trinity.ox.ac.uk</u>

# 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 a large number 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 <u>www.ox.ac.uk/about/organisation/finance-and-funding</u>), and regularly creates spinout companies based on academic research generated within and owned by the University. 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, who 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**

Details of University policy in the following areas can be found at the links provided.

Salary

Academic staff pay | HR Support (ox.ac.uk)

Pension

https://finance.web.ox.ac.uk/uss

Sabbatical leave

Council Regulations 4 of 2004 | Governance and Planning (ox.ac.uk)

#### Outside commitments

https://hr.admin.ox.ac.uk/holding-outside-appointments.

#### Intellectual Property

https://governance.admin.ox.ac.uk/legislation/council-regulations-7-of-2002

#### Managing conflicts of interest

https://researchsupport.admin.ox.ac.uk/governance/integrity

#### Membership of Congregation

<u>https://www.ox.ac.uk/about/organisation/governance</u> <u>https://governance.admin.ox.ac.uk/legislation/statute-iv-congregation</u> for further details.

#### Family support

https://hr.admin.ox.ac.uk/family-leave-for-academic-staff. https://childcare.admin.ox.ac.uk/home.

https://hr.admin.ox.ac.uk/my-family-care.

https://www.newcomers.ox.ac.uk/.

#### Welcome for International Staff

welcome.ox.ac.uk.

Home | Staff Immigration (ox.ac.uk)

#### Relocation

https://finance.admin.ox.ac.uk/relocation-scheme-arrangements#collapse1094916

#### Promoting diversity

https://edu.admin.ox.ac.uk/home

#### Other benefits and discounts for University employees

https://hr.admin.ox.ac.uk/discounts

#### Pre-employment screening

https://jobs.ox.ac.uk/pre-employment-checks.

#### Length of appointment

Academic posts at Oxford | HR Support

#### Retirement

https://hr.admin.ox.ac.uk/the-ejra

#### Data Privacy

https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy. https://compliance.admin.ox.ac.uk/data-protection-policy.

# **College Benefits, Terms and Conditions**

The following benefits are available to Tutorial Fellows at Trinity College:

- A Housing Allowance of £18,000 p.a. (current rates), which is taxable and pensionable; it is included in the gross salary for purposes of superannuation;
- The College sometimes has a property available for Fellows to rent on a temporary basis (usually
  for the first year after appointment). The College recognises the importance of housing to applicants and that differences in individuals' personal circumstances require tailored responses. Applicants are welcome to discuss housing needs and preferences in confidence with the College at
  any point in the appointment process;
- A research allowance of £1,795 p.a. and an allowance of £780 p.a. for entertaining undergraduates and graduate students of Trinity College;
- A teaching room in College, membership of the Senior Common Room and Common Table rights, with an entitlement to lunch and dinner free of charge when the kitchens are open. (There are occasional short closure periods, during the vacation);
- Eligibility to join the Universities Superannuation Scheme. The rules of the Scheme require that the decision in respect of the College employment must conform to that in respect of the University employment;
- The option to subscribe to the Oxford Colleges' Healthcare Plan. Further details are available from the College Accountant, Nasera Cummings (nasera.cummings@trinity.ox.ac.uk);
- One term's sabbatical leave in every seven, in accordance with the College's By-laws, and subject to Governing Body approval;
- The same generous family leave arrangements, e.g. maternity, adoption, paternity and shared parental leave, as the University. Details are available at https://hr.admin.ox.ac.uk/family-leave-for-academic-staff.

Candidates should note that this appointment involves two separate contracts, one with the College and one with the University. As a Fellow of Trinity College, the successful candidate will be a member of the Governing Body and will hold the Fellowship under the terms of the Statutes and By-laws in force from time to time. The election of the successful candidate to the Fellowship will be subject to the conferment and continued holding of the post of Associate Professor. If, for whatever reason, the appointee should cease to hold this University post, the associated College Fellowship will also cease. Election to the Fellowship will be for a probationary year in the first instance.

Like the University, Trinity College currently operates an EJRA of 30th September immediately preceding the 70th birthday.

The appointment is conditional on verification of the successful candidate's availability for employment within the UK.

# **Offer of employment**

Applications for this post will be considered by a selection committee containing representatives from both the Department of Materials and Trinity 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 MPLS Divisional Board and the Governing Body of Trinity 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.

### Benefits of working at the University

Employee benefits | HR Support (ox.ac.uk) Staff benefits | HR Support (ox.ac.uk)

### PAY SCALE FOR ASSOCIATE PROFESSORS WITH TUTORIAL FELLOWSHIPS (APTF-U)

### (with effect from 1 August 2023)

Grade (30S)							
Scale point	National Pay spine	University Salary	College Salary	Total Salary			
11	52	£59,479	£11,439	£70,918			
10	51	£57,750	£11,107	£68,857			
9	50	£56,073	£10,784	£66,857			
8	49	£54,443	£10,471	£64,914			
7	48	£52,862	£10,167	£63,029			
6	47	£51,327	£9,871	£61,198			
5	46	£49,836	£9,585	£59,421			
4	45	£48,390	£9,306	£57,696			
3	44	£46,985	£9,036	£56,021			
2	43	£45,621	£8,774	£54,395			
1	42	£44,296	£8,519	£52,815			