Job Description and Selection Criteria

<table>
<thead>
<tr>
<th>Post</th>
<th>Associate Professorship of Cellular and Integrative Physiology and Tutorial Fellowship in Pre-clinical Medicine and Biomedical Sciences at Trinity College</th>
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</thead>
<tbody>
<tr>
<td>Department/Faculty</td>
<td>Department of Physiology, Anatomy and Genetics (DPAG), Parks Road, Oxford, OX1 3PT</td>
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<tr>
<td>Division</td>
<td>Medical Sciences Division</td>
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<td>College</td>
<td>Trinity College</td>
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<tr>
<td>Contract type</td>
<td>Permanent upon completion of a successful review. The review is conducted during the first 5 years.</td>
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<tr>
<td>Salary</td>
<td>Combined University and College salary: £51,306 - £68,892 per annum, plus substantial additional benefits including a College housing allowance of £17,500 p.a. and a research allowance of £1,612 (under review). An allowance of £2,990 p.a. would be made upon award of the title of Full Professor.</td>
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Overview of the post

Applications are invited for the post of Associate Professor of Cellular and Integrative Physiology to be held in the Department of Physiology, Anatomy and Genetics (DPAG). This is a joint appointment with Trinity College, where the successful candidate will be appointed to a Tutorial Fellowship in Pre-clinical Medicine and Biomedical Sciences.

Cellular and integrative physiology underpin research in multiple disciplines in the University, with 15 research groups within DPAG listing cellular physiology as a significant research interest. The topics studied in DPAG include neuroscience, cardiovascular disease, diabetes, and model systems ranging from stem cells to humans. We are seeking to appoint a candidate with a strong research profile who would complement existing research strengths in the department, in particular in the area of biophysics, cellular, molecular and integrative physiology. Shortlisted candidates will have demonstrated independence through external fellowships or peer review funding.
The department is seeking to recruit in the field of Cellular and Integrative Physiology with a particular focus on oxygen sensing, chemoreception and integrated aspects of cardiovascular and respiratory control. The research interests of the successful candidate will complement existing research in the department’s Centre for Integrative Physiology [https://www.dpag.ox.ac.uk/centres/burdon-sanderson-cardiac-science-integrative-physiology-centre](https://www.dpag.ox.ac.uk/centres/burdon-sanderson-cardiac-science-integrative-physiology-centre)

While we do not wish to limit the candidates that we attract to a particular subject area within the field of oxygen sensing related research, the fit of candidates to the research profile of the department and the opportunities for such synergies will be an important selection criterion. We therefore anticipate that the appointment will be in an area that can bring together cell signalling and organ function in vitro and in vivo, which is the focus of several current research groups in the Sherrington Building (Paterson, Parekh, Robbins, Zaccolo, Swietach, Herring, Heather, Tyler, Klemm, Lakhal-Littleton, de Wet, Sparrow, Christian). An integrated approach to physiological systems is one of the BBSRC’s research priorities as is integration of basic science into translational outcomes a priority for the Medical Research Council. For the Wellcome Trust there is a strong component of discovery science in their funding portfolio. The successful candidate will have a track record in attracting significant competitive peer reviewed external grants commensurate with working in a world leading department.

The successful candidate will occupy high quality space in the Sherrington Building, the home of the Centre for Integrative Physiology (Directors: Professor A. Parekh FRS, MAE & Professor M. Zaccolo FRSB MAE). They will receive financial assistance in setting up new research activities and be encouraged to bid for University research support funds. The department has a research administration team to help in identifying and applying for grants.

Trinity College is a vibrant, diverse, inclusive community with a strong commitment to excellence in research and teaching, and an exceptional record of academic success.

This is a joint appointment: the successful candidate will be a member of DPAG as well as a Tutorial Fellow at Trinity College. The role will involve undertaking independent research, undergraduate and graduate teaching, and graduate supervision. It will also encompass administrative and pastoral duties for the department and college. A proleptic appointment may be made to the university side of the appointment if the candidate has external fellowship funding. This would allow for completion of the research fellowship, which would need to be based in Oxford. However, the College Tutorial Fellowship will commence from the outset of the appointment.
Duties of the post

The main duties of the post are as follows:

For the Department of Physiology, Anatomy and Genetics

- to engage in high level original and independent research in an area complementary to the department’s research strategy in cellular and integrative physiology aimed at providing mechanistic insight into systemic function in normal physiology and pathophysiology states;
- to secure significant external funding and to engage in the supervision of research projects;
- to disseminate research through publication in scholarly journals, participation in international conferences and seminars, and through other media;
- to contribute to the department’s teaching of physiology to the pre-clinical students studying for the 1st BM and FHS in Medical Sciences, and of non-medical students studying the FHS in Biomedical Sciences (cell physiology and applied physiology theme) and Human Sciences (integrative physiology theme). Candidates should also note that all staff are expected to be able to contribute teaching beyond their specific area of expertise. The Department teaching load for the Associate Professor may amount to 15-20 lectures and 6-10 three-hour practical classes a year. These would include both basic teaching in first- and second-year courses, and more research related teaching for the FHS course. The Department has a policy of reducing the teaching load for newly appointed Associate Professors, especially externally appointed candidates who are establishing a new laboratory;
• to train and supervise graduate students in research;

• to take part in the formal University examining of undergraduates throughout their courses (although this requirement would be reduced during the early part of the appointment);

• to participate in the administration of the department as and when requested by the Head of Department, and to take an active role in departmental life.

For Trinity College

In addition to duties relating to the departmental side of the post, the appointee will be required to perform the College duties outlined below:

• to undertake for the College six hours of tutorial and class teaching a week averaged over the three terms (twenty-four weeks) of the academic year. College teaching is mainly in tutorials of two or three students. Tutorials consist of an hour of rigorous academic discussion between tutor and students. They also involve marking and discussion of weekly submitted assignments. Under the weighting system for this post, teaching in groups of two counts as 1.25 hours, and a group of three 1.5 hours (with higher weightings for larger group sizes) so that six ‘weighted’ hours is likely to be in the region of 4-5 ‘clock’ hours. The Tutor will be required to teach Trinity College undergraduates in Biomedical Sciences and Medicine, and to offer specialist teaching to second- and third-year undergraduates from other Oxford colleges as part of a ‘tutorial exchange’ scheme.

• to engage in advanced study and research;

• to share responsibility for the organization and oversight of college teaching for undergraduates reading for degrees in Medicine and Biomedical Sciences, and for the academic progress and pastoral care of these students;

This includes holding meetings with each student at the beginning and end of every term to discuss their programme of work and academic progress; arranging tuition by colleagues in other colleges, as required; setting, marking, or arranging to have marked formative examination papers (‘collections’) at the beginning of each term. The post-holder will also be required to assist in selecting and overseeing the work of any College Lecturers in Medicine and Biomedical Sciences, as required;

• to select and admit students for the undergraduate degree in Medicine and Biomedical Sciences;

• to act as College Adviser to the College’s graduate students in the relevant subjects and to assess applications for graduate places and funding at the College;

• to play an active role as a college Governing Body Fellow: as a trustee and by serving on College committees;

• to contribute to College events including Open Days and alumni events;

• to contribute towards building the Medical community in College;

• to participate in the governance, intellectual life, and academic activities of the College.
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 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 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.

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.
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 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 wherever possible.

If, for any reason, you have taken a career break 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.

The successful candidate will demonstrate the following, taking account of the stage reached in the candidate’s career:

Essential

- A higher degree (DPhil/PhD) in a relevant area of research;
- A proven high standard of teaching, with the ability to provide excellent tutorial and small-group teaching to high-achieving undergraduate and graduate students in relevant subjects;
- Evidence of substantial research accomplishment and a strong publication record commensurate with working in a world leading department;
- Evidence of a substantial and realisable research plan, which will complement the department’s research strategy in physiology;
- Independent research funding and a proven track record of success in the award of peer-reviewed research grants;
- Excellent interpersonal skills necessary for undertaking teaching in the tutorial context and the pastoral care of students;
- Ability and willingness to undertake the full range of administrative duties within the department and college;
- Demonstrable communication, interpersonal, time management and organisational skills necessary to undertake pastoral responsibilities, with a willingness to participate in and assist in College life and governance;
- Commitment to promoting awareness and understanding of equality, diversity, and inclusion, and embedding these principles among staff and students.

Desirable

- A record of research prizes and honours;
- Ability to collaborate with other researchers and to manage staff with empathy;
- Experience of relevant teaching of cellular and integrative physiology at an advanced level;
- Evidence of inclusive leadership through the promotion and endorsement of equality, diversity and inclusion policies, projects, and the active advancement of equality of opportunity.

The University of Oxford is a proud signatory to the San Francisco Declaration on Research Assessment (DORA), which means all hiring, tenure and promotion decisions will evaluate applicants on the quality of their work, not the impact factor of the journal where it is published.
Further Information

Queries about the post should be addressed to the Head of the Department of Physiology, Anatomy and Genetics, Professor David Paterson, david.paterson@dpag.ox.ac.uk

Candidates may also contact the Senior Tutor at Trinity College, Dr Rebecca Bullard rebecca.bullard@trinity.ox.ac.uk. All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Hazard-specific / Safety-critical duties

This job may include the following hazards or safety-critical activities, which will require successful pre-employment health screening through our Occupational Health Service before the successful candidate will be allowed to start work:

- Lone Working
- Working with Ionising Radiation
- Working with category 3b or 4 lasers (laser safety class)
- Working with infectious pathogens (hazard group 2/3) - Hazard Group 3 pathogens
- Working with blood, human products, and human tissues
- Work with allergens, e.g. laboratory animals, pollen, dust, fish or insects etc.
- Work with any substance which has any of the following pictograms on their MSDS:

![Pictograms](image)

- Travel outside of Europe or North America on University business.

Additional security pre-employment checks

This job will require the University Enhanced Level Screening check, and additional University security pre-employment checks (e.g. identity checks).
How to apply

To apply, visit https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=167679, 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 also be asked to upload a CV, the completed CV Summary Form, a supporting statement (listing publications, teaching experience and research grants held) and a 1–2-page research statement. The supporting statement should explain how you meet the selection criteria for the post using examples of your skills and experience. This may include experience gained in education or employment.

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 https://edu.admin.ox.ac.uk/disability-support for details. 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 buildings https://www.accessguide.ox.ac.uk/.

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 noon on 6th November 2023.

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 https://hrsystems.admin.ox.ac.uk/recruitment-support. 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 e-recruitment system. Please check your spam/junk mail regularly to ensure that you receive all emails.

Interviews for shortlisted candidates are anticipated to be held on the 29th November 2023. All shortlisted candidates will be interviewed and will be asked to give a presentation and conduct a teaching tutorial as part of the interview.
The Department of Physiology, Anatomy and Genetics


Our mission is empowering discovery in the physiological sciences to improve health and educate the next generation of doctors and biomedical scientists. For more information, please visit www.dpag.ox.ac.uk

The Department is a large pre-clinical department within the Medical Sciences Division, with ca. 500 staff and students. It has a world-class reputation in both its research and teaching. The Department was part of the University of Oxford’s Biological Sciences submission to the Research Excellence Framework 2021 that was rated top for its world-leading research. Moreover, Oxford’s Anatomy and Physiology has been ranked number one in the QS World University Rankings for the past three years. Please see annual report file:///C:/Users/dpaterson/Downloads/202223DPAGAnnualReportDigital.pdf

Information about faculty in the Department

Professor David Paterson FRSNZ is the Head of Department. There are four named Professors: the Dr Lee’s Professor of Anatomy (vacant) the Waynflete Professor of Physiology (Professor Gero Miesenböck, FRS FMedSci), the BHF Professor of Regenerative Medicine, Development and Reproduction (Professor Paul Riley, FMedSci), and the Krebs Chair in Physiological Metabolism (vacant). Other appointments include four Research Professors (Professor Dame Frances Ashcroft, FRS; Emeritus Professor Dame Kay Davies CBE, FRS FMedSci; Professor Scott Waddell FRS, FMedSci; Professor Anant Parekh FRS, FMedSci), one Wellcome Trust Principal Research Fellow (Professor Andrew King, FRS FMedSci), 13 further full professors and 15 associate
professors. There are approximately 175 academic-related research staff supported by external grants and over 100 graduate students registered for higher degrees in the Department. The teaching and the research activities of the department are supported by teams of professional services and technical staff.

**Research Centres/Institutes and research themes**

The Department has a distinctive, forward-looking, and integrative biomedical research programme organised into four research Centres with a presence in two research institutes [https://www.dpag.ox.ac.uk/](https://www.dpag.ox.ac.uk/). We also have strong cross-cutting themes in cardiac sciences, cell physiology, development and cell biology, functional genomics, metabolism and endocrinology, and neuroscience, which map on to the research centres. These include the Centre for Integrative Neuroscience (Director: Professor A King FRS), Centre for Neural Circuits and Behaviour (Director: Professor G Miesenboeck FRS), Centre for Cellular & Molecular Neurobiology (Emeritus Professor Dame Kay Davies FRS and Professor Dame Frances Ashcroft FRS), Centre for Integrative Physiology (Professor A Parekh FRS)/the Burdon Sanderson Cardiac Science Centre (Director: Professor Manuela Zaccolo FRSB). Also closely associated with the Department are The Institute for Developmental and Regenerative Medicine (IDRM: Director Professor Paul Riley FMedsci) and the new Kavli Institute for Nanoscience Discovery, which is directly opposite the Sherrington building.


The Research Centres and thematic areas bring together researchers who address a range of fundamental issues in the biosciences at molecular, cellular, tissue and systems levels of organisation. [https://www.dpag.ox.ac.uk/centres](https://www.dpag.ox.ac.uk/centres)

For more information, please visit [www.dpag.ox.ac.uk](http://www.dpag.ox.ac.uk)

**Research support facilities**

The Department has shared state-of-the-art facilities for a wide range of applications, such as a histology service, DNA/RNA services (rapid and supportive access to microRNA, RNASeq, CHIPSeq, etc.), confocal and other high resolution imaging equipment as well as a Transmission Electron Microscope. Proteomics facilities include MALDI-TOF/TOF and Ion Trap LC-MS/MS systems, and there are extensive magnetic resonance spectroscopy (MRS) and imaging (MRI) facilities for in vivo rodent and clinical investigations, including hyperpolarised technologies. The Department also provides central support in photography, digital imaging, and poster printing as well as a high-quality mechanical workshop. A dedicated research support team helps with grant applications and awards, and data storage and computation facilities. The department is supported by a dedicated IT team.
Teaching

The main teaching responsibility of the Department is for pre-clinical Medicine students and those reading Biomedical Sciences. There are also contributions to teaching in Biochemistry, Biological Sciences, Human Sciences, Physics, and a graduate Neuroscience MSc programme.

In Oxford, Medicine students take a three-year pre-clinical course before proceeding to clinical training (a further three years). The first five terms of the three-year pre-clinical course provide broad training in all aspects of medical science (leading to the 1st BM qualification). Both pre-clinical Medicine and Biomedical Sciences students spend the last four terms of their course studying for a BA degree, selecting two Advanced Options from a choice of ten, ranging from systems physiology and neuroscience to cellular and molecular science. Both cohorts also undertake an experimental project, which forms one paper in their final examination; these projects are supervised by members of the academic staff. The Department also contributes some preclinical teaching to the first part of the Graduate entry Medicine course.

Equality, Diversity and Inclusion in DPAG

The Department of Physiology, Anatomy and Genetics (DPAG) is committed to promoting a diverse and inclusive community. We have an active Equality, Diversity, and Inclusion (EDI) committee and are pro-active in promoting race equality. We hold an Athena SWAN silver award in recognition of our efforts to introduce organisational and cultural practices, which promote gender equality and create a better working environment for all. The Department promotes family-friendly policies and supports flexible working arrangements where possible. The University offers 450 nursery places for staff and students at five dedicated University nurseries and a network of local community nurseries. We will be happy to provide you with information about nurseries and schools in Oxford upon request.

We encourage applications from suitably qualified, experienced, and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity. We embrace our differences, and you are very welcome at DPAG, without the need to hide any part of who you are.

Applications are particularly welcome from women and black and minority ethnic heritage candidates, who are under-represented in academic posts in Oxford.

To learn more about EDI in DPAG, visit our website: https://www.dpag.ox.ac.uk/work-with-us/equality-diversity-inclusion

For more information about the University’s family friendly benefits, please also see https://hr.admin.ox.ac.uk/information-for-parents-and-carers

Potential applicants may email heidi.de-wet@dpag.ox.ac.uk and/or sally.vine@dpag.ox.ac.uk to discuss any aspect of EDI in DPAG.
The Medical Sciences Division

The Medical Sciences Division is an internationally recognized centre of excellence for biomedical and clinical research and teaching. We are the largest academic division in the University of Oxford.

World-leading programmes, housed in state-of-the-art facilities, cover the full range of scientific endeavour from the molecule to the population. With our NHS partners we also foster the highest possible standards in patient care.

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

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, (£43,030 to £57,780 per annum). The combined College and University salary will be on a scale up to £68,892 per annum. This does not include additional housing and research allowances that the College will provide.

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.

Associate professors who are awarded the title of full professor receive an additional allowance (unless they already receive additional recruitment or retention payments at that level or above) see Recognition of Distinction | HR Support (ox.ac.uk); and they will be eligible for consideration in subsequent regular exercises for professorial merit pay (unless they already receive additional recruitment or retention payments in excess of the level of award) see Professorial Merit Pay | HR Support (ox.ac.uk). These awards do not result in any change to the duties of the post-holder.

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

Guidance is also available on:
ownership of intellectual property
https://governance.admin.ox.ac.uk/legislation/council-regulations-7-of-2002 and
managing conflicts of interest
https://researchsupport.admin.ox.ac.uk/governance/integrity
**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 [https://www.ox.ac.uk/about/organisation/governance](https://www.ox.ac.uk/about/organisation/governance) and [https://governance.admin.ox.ac.uk/legislation/statute-iv-congregation](https://governance.admin.ox.ac.uk/legislation/statute-iv-congregation) 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 [https://hr.admin.ox.ac.uk/family-leave-for-academic-staff](https://hr.admin.ox.ac.uk/family-leave-for-academic-staff). 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 [https://childcare.admin.ox.ac.uk/home](https://childcare.admin.ox.ac.uk/home).

The University subscribes to Work and Family Space, a service that provides practical advice and support for employees who have caring responsibilities. The service offers a free telephone advice line, online support and informative webinars in addition to the ability to book emergency childcare through their online service Bubble. For more details, please see [https://hr.admin.ox.ac.uk/my-family-care](https://hr.admin.ox.ac.uk/my-family-care).

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 [https://www.newcomers.ox.ac.uk/](https://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](welcome.ox.ac.uk).

If you require a visa, we have a dedicated Staff Immigration Team to support successful applicants through the immigration process (for Global Talent and Skilled Worker visas) from job offer through to arrival in the UK. This is subject to the eligibility criteria being met for the respective visa routes.

**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 [https://edu.admin.ox.ac.uk/home](https://edu.admin.ox.ac.uk/home) 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:

https://hr.admin.ox.ac.uk/staff-benefits
https://hr.admin.ox.ac.uk/discounts

**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 [https://jobs.ox.ac.uk/pre-employment-checks](https://jobs.ox.ac.uk/pre-employment-checks).

**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 academic posts. With effect from 1 October 2023 the retirement date will be 30 September immediately preceding the 70th birthday.

The justification for this may be found at [https://hr.admin.ox.ac.uk/the-ejra](https://hr.admin.ox.ac.uk/the-ejra)

For **existing** employees, any employment beyond the retirement age is subject to approval through the EJRA procedures. Further details can be found at [https://hr.admin.ox.ac.uk/the-ejra](https://hr.admin.ox.ac.uk/the-ejra)

**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: [https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy](https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy).

The University’s Policy on Data Protection is available at: [https://compliance.admin.ox.ac.uk/data-protection-policy](https://compliance.admin.ox.ac.uk/data-protection-policy)

**About Trinity College**

There are 39 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 distinct cultures and countries.

Trinity College, founded in 1555, occupies a beautiful, green and spacious site in the centre of the City. The academic community of the College includes around 300 undergraduates, 150 graduate students, 40 Fellows and 30 Lecturers, across a range of humanities, social science, and science disciplines. The College prides itself on combining the highest academic standards with a particularly friendly sense of community. Our vision is for Trinity to be recognised as a modern College that attracts some of the best academics in the world and welcomes a diverse and widely representative student community, in which people of all backgrounds feel equally valued, supported and able to flourish.
The College admits six students a year to read for the undergraduate degree in Medicine, and two to study Biomedical Sciences. There are around 24 Trinity students enrolled on these two degree programmes at any one time. Many of our pre-clinical Medics choose to remain at the College through their clinical studies. The College also admits students reading for taught and research-based postgraduate degrees in departments within the Medical Sciences Division.

The person appointed to this APTF will work closely with Trinity’s current Tutorial Fellows in Medicine and Biomedical Sciences, Associate Prof Natalia Gromak and Associate Prof Keith Buckler, as well as with other members of the College teaching team, including Prof. Paul Fairchild, Dr Anna Hoeder-Suabedissen, Dr Adrian Kendal, Dr Mary McMenamin, and Dr Chris Horton. Trinity is proud to number among its Fellowship Dame Frances Ashcroft (Professor of Physiology), Prof. Amanda Fisher (Whitley Professor of Biochemistry), Prof. Francis Barr (Professor of Mechanistic Cell Biology), Prof. Chris Butler (Professor of Primary Care), and Prof. Peter McCulloch (Professor of Surgical Science and Practice).

**College Benefits, Terms and Conditions**

The combined College and University salary will be on a scale up to £68,892 per annum. Plus, additional College benefits as follows:

- Single-occupancy accommodation in College property, subject to availability. A Fellow choosing to live out of College is entitled to an additional Housing Allowance of £17,500 p.a. (current rates), which is taxable and pensionable; it is included in the gross salary for purposes of superannuation. The College welcomes discussion with applicants in respect of their housing requirements, recognising the importance of this issue to applicants and that differences in individuals’ personal circumstances require tailored responses;
- Access to a modest research allowance (currently £1,612 p.a.) and an allowance for entertaining undergraduates and graduates of Trinity College. The level of these allowances for 2023-24 is currently under review;
- 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);
- Tutorial Fellows are eligible but not obliged to join the Universities Superannuation Scheme and the Oxford Colleges’ Healthcare Plan. The rules of the Universities Superannuation Scheme require that the decision in respect of the College employment must conform to that in respect of the University employment. Further details of both schemes are available from the College Accountant (Nasera.cummings@trinity.ox.ac.uk);
- One term’s sabbatical leave in every seven, in accordance with the College’s by-law and upon application to the Governing Body.

**Offer of employment**

Applications for this post will be considered by a selection committee containing representatives from both the Department of Physiology, Anatomy and Genetics 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 Medical Sciences 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.