TRINITY COLLEGE OXFORD

Further Particulars for Fixed-term Career Development Fellowship in Engineering

Trinity College invites applications for a Career Development Fellowship in Engineering for a fixed-term period of three years from 1st October 2019 to 30th September 2022. This is to cover the teaching normally fulfilled by Professor Alexander Korsunsky, who will be on a research secondment during this period. The person appointed will primarily liaise with Professor Steve Sheard, the senior Tutorial Fellow in Engineering. The person appointed will take on six (weighted) hours teaching per week for undergraduate students at Trinity College, and act as Director of Studies for two year-groups of undergraduates, a duty which will take the equivalent of a further two weighted hours a week; they may also be asked to act as graduate adviser to up to three postgraduates. When the Career Development Fellow is not engaged in teaching and their duties as a Director of Studies, they will be expected to conduct their independent research. The person appointed will be expected to be returned by Trinity College to the REF 2021.

Teaching of Engineering at Trinity College

Trinity College admits five or six students a year to read Engineering. The teaching required will cover specific parts of the first two years of the Engineering course (papers P4 and A4), and may also include some B2 topics on Engineering in Society. The syllabus is available in the undergraduate handbooks on the Oxford Engineering WebLearn site or on request from the Academic Administrator at Trinity (academic.administrator@trinity.ox.ac.uk).

Duties of the Career Development Fellow

- To be responsible for teaching the subjects on the engineering papers P4 and A4 to Trinity students;
- To teach an average of six weighted hours a week averaged over the three eight-week terms. (The number of actual contact hours is reduced where the teaching is in pairs or larger groups. For example, teaching a pair for one hour counts as 1.25 hours, and teaching a group of 3 counts as 1.5 hours, etc.)
- To act as Director of Studies to two year-groups of undergraduates (normally years 1 and 2), and to undertake other duties for all students of engineering, including taking part in college Open Days, setting and marking collections (internal College examinations), and recommending books on engineering for purchase by the College library.
- To take a leading role in the admissions selection exercise (December annually) for the next year`s intake of undergraduate engineering students.
- To act as College adviser to up to three postgraduate students.
- To undertake independent research in engineering and publish the findings; this should be at a level that the Career development Fellow can be returned to the REF 2021 by Trinity College.
Selection Criteria

- Educated to degree level in engineering; research in a relevant area of engineering; a doctorate or very substantial progress towards a doctorate.
- Experience of tutorial teaching in the relevant subject area would be an advantage;
- Ability and willingness to undertake the associated duties, including acting as Director of Studies to two year-groups, as specified above;
- Ability and willingness to undertake independent research in engineering and publish the findings; this should be at a level that the Career development Fellow can be returned to the REF 2021 by Trinity College.
- Ability to demonstrate how the Career Development Fellowship can reasonably be expected to contribute to the development of the post holder’s academic career.

Term of appointment

This is a fixed-term appointment for three years only, to cover Professor Korsunsky’s research secondment. The Career development fellow will be eligible to apply for one term of fully paid research leave in the third year of the appointment (2021-2022).

Stipend and allowances

The current annual salary is at point 27 of the national pay spine points (£30,395), rising to points 28 and 29 (£31,302 and £32,236) in years two and three. The person appointed will be eligible for membership of the USS pension scheme.

The Career Development Fellow will be entitled to an annual research allowance of up to £600 in their own right, and to Professor Korsunsky’s entertainment allowance (to be used for the benefit of Trinity students).

Please note that this post does not carry a housing allowance, and no College accommodation would be available.

Other benefits

- The lecturer(s) will be able to use Professor Korsunsky’s room in Trinity College for four days a week.
- Senior Common Room membership, entitling the lecturer to five free lunches and one free dinner a week.

How to apply

Candidates should submit the following documents electronically to the Academic Administrator (academic.administrator@trinity.ox.ac.uk):

- A short letter outlining how they believe they meet the criteria set out for the post;
- An academic CV, including details of research and research publications;
- The names of two referees who should be asked by the candidate to email their references directly to the Academic Administrator. It is the responsibility of the candidate to ensure that the references arrive by the closing date.

The closing date for applications is 12 noon (UK time) on Thursday 11th July 2019.
**Appointment Process**

**Interviews to be held on Thursday 18th July 2019.** Candidates invited for interview will be asked to present to the panel a topic of their own choice from the current second-year syllabus for paper A4. The presentation should not last for more than ten minutes, and should be pitched at second-year undergraduate level. On this occasion, a flip chart (but no other visual aids) will be available. Shortlisted candidates will also be asked to give a short account of the research they would undertake during the Career development Fellowship, and how this post would contribute to the development of their academic career.

The policy and practice of Trinity College require that entry into employment within the Colleges and progression within employment will be determined only by personal merit and the application of criteria that are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration.