Job title	Institute Director
Division	Medical Sciences
Department	Nuffield Department of Medicine and Nuffield Department of Population Health - Big Data Institute (joint appointment)
Location	Old Road Campus, Headington, Oxford, OX3 7LF
Grade and salary	Competitive salary
Hours	Full time
Contract type	Fixed-term Directorship for 5 years in the first instance
Reporting to	Heads of Departments: Nuffield Department of Medicine, Nuffield Department of Population Health Chair of the BDI Oversight Committee
Vacancy reference	144348
Additional information	Funded by the Li Ka Shing Foundation

The role

The Big Data Institute (BDI) is an interdisciplinary research institute with over 300 researchers, which focuses on the analysis of large, complex, heterogeneous data sets for research into the causes and consequences, prevention and treatment of disease. BDI researchers develop, evaluate and deploy efficient methods for acquiring and analysing information for large biomedical research studies. These approaches are invaluable in identifying the associations between lifestyle exposures, genetic variants, infections and health outcomes around the globe. The BDI is part of the Li Ka Shing Centre for Health Information and Discovery at the University of Oxford's Old Road Campus and is a joint institute of the Nuffield Department of Medicine (NDM) and Nuffield Department of Population Health (NDPH).

The use of biomedical big data has become a central theme across most areas of biomedical research, involving collaborative and interdisciplinary science within the university and across many partners nationally and internationally. The BDI Director is responsible for developing and successfully implementing a clear and ambitious strategic vision for the BDI, providing inspirational academic leadership to ensure success of the institute and the university. Their vision is critical for building and maintaining a thriving and interactive community, which supports researchers at every stage in their careers.

You will be assisted by a strong group of senior Professorial academics who form the BDI's Oversight Committee and Senior Leadership Team. You will also be assisted by an experienced team of administrative and support staff who manage the BDI's strategic and day-to-day operations.

You will already be working at the level of academic distinction that Oxford University would expect of a substantive Professor, leading your own internationally-competitive programme of research for which you will have obtained substantial external grant funding.

Informal discussion about the post is encouraged, and prospective applicants may contact any of the following senior academic leaders:

Professor Rory Collins, Head of the Nuffield Department of Population Health, via his PA:
emsie.nicholson@ndph.ox.ac.uk

Professor Richard Cornall, Head of the Nuffield Department of Medicine, via his PA:
kathryn.smith@ndm.ox.ac.uk

Professor Martin Landray, Interim Director of the BDI, via his PA:
penelope.rodgers@bdi.ox.ac.uk

BDI Directorship

In providing the strong and visionary strategic leadership required to sustain the world class scientific output of the BDI, specific duties will include:

- Working with the BDI's senior academic staff and group leaders to manage the research direction of the Institute and to develop agreed strategic plans which implement the Institute's academic and scientific aims.

- Developing and leading BDI-wide strategic partnerships within the University of Oxford, as well as nationally and internationally with academic, governmental and industrial organisations.

- Maintaining an outstanding environment for the conduct of world-class scientific research in the analysis of biomedical big data and for the development of the BDI's early career researchers, including overseeing training.

- Representing the BDI, and developing its profile, within the University and at national and international levels.

- Overseeing the effective deployment of resources available to the BDI, and ensuring effective communication among participating departments to ensure equitable treatment among staff and students.

- Reporting to the BDI Oversight Committee on matters relating to recruitment, finances, administration, training and strategic partnerships.

- Providing line management and mentoring, in conjunction with other members of the Senior Leadership Team, to scientific group leaders.

- Working with the senior research computing team to oversee the development, governance and financial sustainability of the Biomedical Research Computing infrastructure co-housed in the BDI.

- Developing and sustaining appropriate structures for management, consultation, decision-making, and communication with the BDI's staff and students.

- Along with BDI staff, engaging with the public in order to develop and promote the Institute's mission.

- Ensuring that the principles of good research practice, including information governance, data sharing and preservation are observed in line with best practice and university and data-controllers' requirements.

- Holding delegated responsibility from the head of the appointing department to ensure that all University policies and procedures are fully implemented and complied with throughout the Centre.

As BDI Director, you may be asked to serve on other departmental or senior Medical Sciences Division and University committees and bodies as appropriate to the position as a senior academic leader in the University of Oxford.

This is a full time role as a senior academic member with ample time for the post holder to pursue their own research. The Director is expected to be present during the University terms and for substantial periods at other times.

Research Programme

You will have an outstanding academic reputation and will develop your own programme of internationally leading research activities in a scientific area that complements or extends the existing strengths that the BDI has in biomedical data science and the quantitative analysis of big data. You will provide strategic leadership at professorial level within the University in your areas of scientific research expertise and participate in such activities as would be usually expected of a senior academic researcher in the University of Oxford.

Research Supervision

You will contribute to training and capacity building in human genetics within the University and will participate in research supervision for D.Phil. students. There is an existing EPSRC-funded doctoral programme at Oxford, administered by the Computer Science, in the area of Health Data Science, as well as partnerships with programmes in the Wellcome Centre for Human Genetics (Genomic Medicine and Statistics) and affiliated departments.

Selection criteria

- A senior researcher with a DPhil/PhD.

- An understanding of the BDI's mission, the capacity to develop a clear vision for its future, and the proven ability to develop, plan, and implement the BDI's strategic aims.

- The demonstrable ability to provide strong academic leadership and vision across a range of academic disciplines, to enthuse and inspire, to promote excellence in teaching and research, a commitment to public engagement with science, and to create an environment in which these can all flourish and excel.

- Being of such senior academic standing as to have immediate credibility within the BDI, affiliated departments, and University, and to represent the BDI across the wider national and international academic community and with external stakeholders.

- The ability and enthusiasm to lead and support interdisciplinary science and to develop productive interactions with other scientists, both within the BDI and the wider University of Oxford.

- A demonstrable track record of developing early career researchers to realise their full potential, with the clear ability and commitment to enthuse and inspire other senior members of staff to support early career Centre members in the same way.

- An up-to-date understanding of the computational needs of researchers in biomedical data science and the information governance and security needs of data controllers, with sufficient knowledge of the landscape to oversee the biomedical research computing infrastructure.

- A demonstrable track record as a leading internationally-recognised researcher in a scientific area that complements or extends the existing strengths that the BDI has in biomedical data science and the quantitative analysis of biomedical big data. You will have evidence of a substantial publication record of well cited original publications in high-profile general scientific journals, or leading subject specific journals.

- A strong record of independently obtaining competitive, external grant research funding and evidence of providing strategic and scientific leadership in your field of scientific expertise. You will also have experience of effectively leading a substantial group of staff and students in support of your programme of research.

- Excellent team leadership and communication skills, an innovative mind-set, the ability to delegate effectively, and the ability to use outstanding advocacy, influencing, and negotiating skills to effect change.

About the University of Oxford

Welcome to the University of Oxford. We 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.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their best work. Recognising that diversity is our strength, vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual's unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities. Income from external research contracts in 2016/17 exceeded £564m and we rank first in the UK for university spin-outs, with more than 130 companies created to date. We are also recognised as leaders in support for social enterprise.

Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

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

Medical Sciences

The Medical Sciences Division is an internationally recognised 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

The Big Data Institute (BDI)

The Big Data Institute (BDI), which opened in May 2017, is interdisciplinary research centre housing 350 staff and students, located within the University of Oxford's Old Road Campus. The Institute combines researchers from genomics, epidemiology, population health, and infectious disease alongside those from computer science, statistics and engineering to develop the field of big data as applied to biomedical research. Scientists working in the Institute form an analytical hub, deeply connected to the wider experimental and clinical community in Oxford and beyond, working to solve some of the major challenges in medical research. The BDI aims to develop, evaluate and deploy efficient methods for acquiring and analysing information at scale and for exploiting the opportunities presented by large-scale studies. Its activity includes, the analysis population scale data, derived from health records, genetics and biomarkers, the analysis of images and application of machine learning, and the analysis of single cells and molecular proteomic and transcriptomic data. The Institute provides core facilities in high-performance computing and high-capacity data management.

For more information please visit: http://www.bdi.ox.ac.uk/

How to apply

Before submitting an application, you may find it helpful to read the 'Tips on applying for a job at the University of Oxford' document, at

http://www.ox.ac.uk/about_the_university/jobs/research/

If you would like to apply, 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 provide details of three referees and indicate whether we can contact them now.

You will also be asked to upload a CV and a supporting statement. The supporting statement must explain how you meet each of 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 out to care for dependants).

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

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

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

Information for priority candidates

A priority candidate is a University employee who is seeking redeployment because they have been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing departments.

If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments)

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.

Important information for candidates

Pre-employment screening

Please note that the appointment of the successful candidate will be subject to standard pre-employment screening, as applicable to the post. This will include right-to-work, proof of identity and references. We advise all applicants to read the candidate notes on the University's pre-employment screening procedures, found at:

www.ox.ac.uk/about/jobs/preemploymentscreening/.

The University's policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for all academic posts and some academic-related posts. From 1 October 2017, the University has adopted an EJRA of 30 September before the 69th birthday for all academic and academic-related staff in posts at **grade 8 and above**. The justification for this is explained at: www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/.

For **existing** employees, any employment beyond the retirement age is subject to approval through the procedures: www.admin.ox.ac.uk/personnel/end/retirement/acrelretire8+/.

From 1 October 2017, there is no normal or fixed age at which staff in posts at **grades 1–7** have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

Equality of Opportunity

Entry into employment with the University and progression within employment will be determined only by personal merit and the application of criteria which 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. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

Benefits of working at the University

University Club and sports facilities

The University Club provides social, sporting and hospitality facilities. It incorporates a bar, café and sporting facilities, including a gym. Staff can also use the University Sports Centre on Iffley Road at discounted rates, including a fitness centre, powerlifting room, and swimming pool. See: www.club.ox.ac.uk and www.sport.ox.ac.uk/oxford-university-sports-facilities.

Information for international staff (or those relocating from another part of the UK)

If you are relocating to Oxfordshire from overseas, or elsewhere in the UK, the University's International Staff website includes practical information related to moving to and settling in Oxford such as advice on immigration, relocation, accommodation, or registering with a doctor. See: www.internationalstaffwelcome.admin.ox.ac.uk/

The University of Oxford Newcomers' Club

The University of Oxford Newcomers' Club is an organisation run by volunteers that aims to assist the partners of new staff to settle into Oxford and to provide them with an opportunity to meet people in the area. See www.newcomers.ox.ac.uk/

Childcare

The University has excellent childcare services with five University nurseries, as well as University-supported places at many other private nurseries.
For full details including how to apply and the costs, see www.admin.ox.ac.uk/childcare.

Family-friendly benefits

The University subscribes to My Family Care (www.admin.ox.ac.uk/personnel/staffinfo/benefits/family/mfc/) and staff are eligible 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.

Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. Please visit www.admin.ox.ac.uk/eop/disab/staff for further details including information about how to make contact, in confidence, with the University's Staff Disability Advisor.

Staff networks

The University has a number of staff networks including the Oxford Research Staff Society, BME staff network, LGBT+ staff network and a disabled staff network. You can find more information at www.admin.ox.ac.uk/eop/inpractice/networks/

Other benefits

Staff can enjoy a range of other benefits such as free visitor access to the University's colleges and the Botanic Gardens as well as a range of discounts.
See www.admin.ox.ac.uk/personnel/staffinfo/benefits