

Job title	MSc Modelling for Global Health (MGH) Teaching Coordinator
Division	Medical Sciences
Department	Nuffield Department of Medicine
Location	NDM Operations – Academic Programmes Centre, Stoke House, Linacre College, 7 Stoke Place, Stoke Place, Headington, Oxford, OX3 9BX
Grade and salary	Grade 7: £36,024- £44,263with a discretionary range to £48,350per annum
Hours	Full time
Contract type	Fixed-term contract for 3 years in the first instance Funding is provided by the Department
Reporting to	Ricardo Aguas, Course Director
Vacancy reference	168647

Hybrid working arrangements	The successful person will need to work on site for a minimum of 3 days per week
Additional information	This role meets the eligibility requirements for a Skilled Worker Certificate of Sponsorship or a Global Talent Visa under UK Visas and Immigration legislation. Therefore, the Nuffield Department of Medicine welcomes applications from international applicants who require a visa.
About us	<ul style="list-style-type: none"> University of Oxford - www.ox.ac.uk/about/organisation Nuffield Department of Medicine (NDM) - https://www.ndm.ox.ac.uk
What we offer	https://hr.admin.ox.ac.uk/staff-benefits <ul style="list-style-type: none"> An excellent contributory pension scheme 38 days annual leave A comprehensive range of childcare services Family leave schemes Cycle loan scheme Discounted bus travel and Season Ticket travel loans Membership to a variety of social and sports clubs A welcoming and diverse community

The role

The MSc in Modelling for Global Health is at present in its second year of existence and seeks a promising technical coordinator to help support it forward. Our vision is to train a new generation of modellers with cutting edge multi-disciplinary skills to support developing global health systems at sub-national, national and international levels. With international trends towards universal health coverage, there is an unprecedented and increasing demand for evidence-based strategy development in global health. The course will act as a pipeline for talented individuals to enter multiple sectors with an unparalleled combination of quantitative skills built around a global health impact paradigm.

You will support students to develop required familiarity and fluency in maths and mathematical modelling, through teaching, materials and practical sessions. You will play a key role in developing and teaching course material related to A-level maths and basic/advanced mathematical infectious disease modelling.

Responsibilities

You will:

- Undertake advanced academic study to underpin lectures and class teaching.
- Lecture, tutor and supervise postgraduate students.
- Produce lecture notes, course materials, reading lists, and reference guides.
- Develop, coordinate, and facilitate the mathematics and infectious disease modelling training elements for the MSc in Modelling for Global Health.
- Engage in formative assessments.
- First contact for student matters relating to coursework and performance.
- Plan and organise specific areas of the syllabus and contribute to syllabus development.
- Participate in the MGH admissions process.
- Participate in the gathering and analysis of feedback from students, colleagues, and examiners.
- Provide ad hoc guidance to demonstrators/teaching assistants and students.
- Lead/coordinate all the formative technical practical sessions related to mathematics and infectious disease modelling.
- In support of the development of courses and as a secondary commitment alongside teaching, manage own academic research activities, conduct independent research, and generate original ideas to build on existing concepts.
- Occasionally write research articles for peer-reviewed journals, book chapters, and reviews, and give poster presentations or briefings to disseminate research findings at conferences.
- Liaise with examiners and academic staff regarding teaching arrangements and student performance, and with funding bodies, stakeholders, and researchers in related fields to share information and expertise.
- Contribute to collaborative projects with colleagues in partner institutions and research groups.
- Participate in relevant committee meetings.
- Participate in and support the public engagement and widening access activities of the Department and the University. This is anticipated to be not more than 2 days per year.
- Undertake mandatory training as required by the University, Division and Department. The specific list of training courses may change from time-to-time, in response to both legal and internal University requirements.



Selection criteria

Essential

- Hold a relevant DPhil (or close to completion) in a topic related to global health modelling.
- Demonstrate interest in modelling for global health.
- Experience with developing and delivering teaching.
- Experience of developing and delivery online teaching.
- Expertise in infectious disease modelling and analytical techniques
- Sufficient depth and breadth of knowledge in infectious disease modelling to develop course units.
- Familiarity with a wide range of programming languages.
- Strong publication record and familiarity with the existing literature and research in the field.
- Sufficient specialist knowledge in the discipline to develop research projects and methodologies.

Desirable

- Ability to independently plan and manage a research project.
- Ability to raise research funds through making grant applications.
- Experience making grant applications.
- Interest in co-supervising doctoral students.

Pre-employment screening

Standard checks

If you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide: proof of your right-to-work in the UK; proof of your identity; and (if we haven't done so already) we will contact the referees you have nominated. You will also be asked to complete a health declaration so that you can tell us about any health conditions or disabilities for which you may need us to make appropriate adjustments.

Please read the candidate notes on the University's pre-employment screening procedures at: <https://www.jobs.ox.ac.uk/pre-employment-checks>



How to apply

Applications are made through our e-recruitment system and you will find all the information you need about how to apply on our Jobs website <https://www.jobs.ox.ac.uk/how-to-apply>.

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.

As part of your application you will be asked to provide details of two referees and indicate whether we can contact them now. You will 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. Please note using a long file name may prevent you from uploading your documents.

- http://www.ox.ac.uk/about_the_university/jobs/professionalandmanagement/

All applications must be received by **midday** UK time 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 department(s).

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).

If you need help

Application FAQs, including technical troubleshooting advice is available at: <https://staff.web.ox.ac.uk/recruitment-support-faqs>. Non-technical questions about this job should be addressed to the recruiting department directly recruitment@ndm.ox.ac.uk

To return to the online application at any stage, please go to: www.recruit.ox.ac.uk.

Please note that you will receive an automated email from our online recruitment portal to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email. Important information for candidates

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>. The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

The University's policy on retirement



The University operates an Employer Justified Retirement Age (EJRA) for very senior research posts at **grade RSIV/D35 and clinical equivalents E62 and E82**, which with effect from 1 October 2023 will be 30 September before the 70th birthday. The justification for this is explained at: <https://hr.admin.ox.ac.uk/the-ejra>.

For **existing** employees on these grades, any employment beyond the retirement age is subject to approval through the procedures: <https://hr.admin.ox.ac.uk/the-ejra>.

There is no normal or fixed age at which staff in posts at other grades 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.