





# Job Description and Selection Criteria

Post	Associate Professor of Quantitative Methods in International Relations
Department	Department of Politics and International Relations (DPIR)
Division	Social Sciences
College	Brasenose
Contract type	Permanent upon completion of a successful review. The review is conducted during the first 5 years.
Salary	Combined University and College salary: £52,815 to £70,918 per annum in 2023-24 plus substantial additional benefits (where qualifying) that include USS pension and either College accommodation or a housing allowance of £17,856 per annum which is paid as taxable, pensionable income. Details of all allowances and benefits are given below. A University allowance of £3,078 per annum would be made upon award of the title of Full Professor.
Closing date	12:00 Midday (UK time) on 1 April 2024
Vacancy ID	171326
Additional Information	Subject to HMRC regulations and the availability of funding, a relocation allowance may be available.

# Overview of the post

The Department of Politics and International Relations (DPIR) in association with Brasenose College are recruiting to the post of Associate Professor of Quantitative Methods in International Relations.













Applications are welcomed from outstanding candidates with research and teaching expertise in quantitative research methods and International Relations. The successful applicant will have a body of high-quality research that uses advanced quantitative methods to address substantive topics in the field of international relations. They should be able to play a leading role in the development and delivery of quantitative methods training within the Department's graduate and undergraduate programmes. Substantive expertise in international conflict and security will be an advantage.

The appointee will be required to carry out advanced research in the field and to contribute to graduate and undergraduate teaching in International Relations, including, amongst other things, leading, designing and delivering our graduate research design and methods teaching sequence, contributing to the core courses in International Relations, and delivery of appropriate optional courses, including International Conflict and Security. The appointee will also be required to supervise graduate students, to participate in academic administration, examining and assessment, the admission of students to the Department and College, and in the governance of the Department and the College.

The post-holder will be elected a Tutorial Fellow of Brasenose College.

The post-holder will have a teaching room in College, and access to office facilities in the Department of Politics and International Relations.

The Associate Professorship is tenable from the start of the 2024/2025 academic year, or on a mutually agreed date soon thereafter.

If you would like to discuss this post and find out more about joining the academic community at Oxford, please contact Petra Schleiter, Joint Head of Department at DPIR, at <a href="mailto:petra.schleiter@politics.ox.ac.uk">petra.schleiter@politics.ox.ac.uk</a>. All enquiries will be treated in strict confidence and will not form part of the selection decision.

# 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.

# Duties of the post

The main duties of the post are as follows:

#### For the Department

- 1. To engage in research and contribute through world-class publications to the Department's and the University's international reputation for research excellence;
- 2. To develop courses and provide teaching and supervision to undergraduate and graduate students on taught courses and to supervise research students in the Department;
- 3. To raise external research funds, preparing proposals and securing grants and funding for major new research projects;
- 4. To develop research impact beyond academia by engaging with a wide range of policy-makers, practitioners and other non-academic stakeholders;
- 5. To play a leading role in the development and delivery of the research design and advanced quantitative methods training for the Department's MPhil, MSc and DPhil programmes;
- 6. To provide, organize and contribute to undergraduate and graduate teaching in International Relations, including, amongst other things, contributing to core courses in International Relations and optional courses on International Security and Conflict;
- 7. To supervise graduate students on the Department's MPhil and DPhil programmes;
- 8. To undertake undergraduate and graduate examining for the Department as required;
- 9. To contribute to the administrative work of the Department, in both term-time and vacation under the direction of the Head of Department or their delegate, including assessment and admissions duties for the graduate programmes, which require an ability to assess outside the candidate's immediate area of specialization.

#### For the College:

- 10. To deliver six weighted hours of high-quality undergraduate tutorial teaching per week in Politics, averaged over three eight-week terms. The successful candidate would be expected to make a contribution to the tutorial teaching of International Relations, International Security and Conflict, and Introduction to the Practice of Politics;
- 11. To engage in advanced study and research;
- 12. To undertake the normal duties of a College Tutor, which include coordinating, setting and marking Collections (College termly exams), monitoring student progress (meeting at least termly with the students), writing termly reports on students' work, and organising, where necessary, teaching by specialist colleagues in other colleges, and being a first point of contact for students seeking pastoral support;

- 13. To participate in the undergraduate Admissions process for the College and to assist with access and outreach activities (including College Open Days);
- 14. To take part in selecting and to act as adviser[1] to the College's graduate students in the subject;
- 15. To serve as a Trustee of Brasenose College, an educational charity, and to participate fully in the administrative work of the College, including attendance at Governing Body, service on College committees, and (after completing the initial period of office) taking on part-time College officer roles, such as Tutor for Graduates;
- 16. To participate in the intellectual life and academic activities of the College.

# Teaching duties

The duties of an Associate Professor and Tutorial Fellow include teaching, the pursuit of original research, and participation in the administrative work of the Department and the College. The general template of duties for a College tutorial fellowship is attached to these further particulars as an Annex. The Department uses 'stint units' to measure teaching and supervision contributions. The amount of teaching normally must not exceed an average of 192 teaching units per year without approval by the divisional board (see Appendix). Various amounts of stint are assigned to different teaching and supervision activities, e.g., supervision of a doctoral student counts for 24 stint units per year. Lectures, tutorials, class teaching all count towards stint. The stint system allows for flexibility in the ways in which contributions can be made.

Overall, the level of expected teaching and supervision is equivalent to a standard two-two teaching load in North America.

# 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.

# Essential criteria

- 1. A completed doctorate in International Relations or Political Science, or in a closely related field:
- 2. An internationally recognised portfolio of research and publications using advanced quantitative methods in International Relations, or demonstrable potential to achieve

- this, appropriate to your career stage and accounting for career breaks or personal circumstances; substantive expertise in the field of International Conflict and Security will be an advantage;
- 3. An original programme of research in International Relations using advanced quantitative methods;
- 4. Strong potential to secure competitive external funding for research, manage research projects and deliver grants successfully;
- 5. Commitment to teaching and a demonstrable ability to enthuse, educate and inspire high-achieving graduate and undergraduate students from all backgrounds and to help them reach their full potential;
- 6. The ability to lead, develop and deliver quantitative core aspects of the research design and quantitative research methods training sequence for the Department's graduate programmes in international relations;
- 7. An ability to provide excellent graduate and undergraduate teaching of courses in International Relations, including the core courses in International Relations, the optional courses in International Conflict and Security, as well as other courses in the post-holder's fields of expertise;
- 8. The ability to be an effective supervisor of graduate students on the MPhil and DPhil programmes;
- 9. Willingness to assess and examine in undergraduate and graduate degree programmes;
- 10. Ability and commitment to provide pastoral and academic support for students at all stages in their university career;
- 11. Commitment to promoting a culture of equality, diversity and inclusion in the workplace, including the undertaking of appropriate training as and when asked to do so;
- 12. Evidence of, or potential for good citizenship and a willingness to undertake a reasonable share of administrative duties effectively to support the smooth running of the Department and the College;
- 13. Communication and interpersonal skills enabling the formation of good working relationships with colleagues, students and collaborators.

# Desirable criteria

- 1. A successful record of securing competitive external funding for research, managing research projects and delivering on grants;
- 1. A track record of delivering research impact beyond academia by engaging with a wide range of policy makers, practitioners and other non-academic stakeholders;

2. Evidence of contributions to equality, diversity and inclusion in research, teaching and/or the broader community.

# How to apply

To apply, visit

https://my.corehr.com/pls/uoxrecruit/erq\_jobspec\_details\_form.jobspec?p\_id=171326 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 and a supporting 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. Please also provide a separate research statement and teaching statement. You are also required to provide details of three referees whom you have asked to submit confidential reference letters to <a href="mailto:vacancies@politics.ox.ac.uk">vacancies@politics.ox.ac.uk</a>. Please ensure that your referees send their letters by the stated deadline for applications.

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. 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 <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 <a href="mailto:recruitment.support@admin.ox.ac.uk">recruitment.support@admin.ox.ac.uk</a>. Further help and support is available from <a href="https://hrsystems.admin.ox.ac.uk/recruitment-support">https://hrsystems.admin.ox.ac.uk/recruitment-support</a>. 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.

# The Department of Politics and International Relations

Politics and International Relations at Oxford University have a long and distinguished history in the education of leading figures in academia, politics, the media and public life, both in the UK and internationally. Teaching and research activities in this area were combined in 2000 to create a Department of Politics and International Relations. With around 90 academic staff, the Department is one of the largest departments internationally and consistently ranks first in The Times and The Guardian university guides for the subject. It is home to major research projects, a vibrant community of academic visitors, and a strong group of post-doctoral researchers, supported by highly competitive research fellowships, working in the full range of disciplinary sub-fields.

The department attracts some of the best academics in the field to work here as permanent faculty, as part of major research projects or as academic visitors. There is a strong post-doctoral group supported by highly competitive research fellowships and working across a broad range of fields.

The Department is located in the Social Sciences building at Manor Road, along with the Department of Economics, the Centres for Criminology and Socio-Legal Studies, and the integrated Social Science Library. The building provides excellent facilities including a lecture theatre, a large computer laboratory and a range of seminar rooms as well as a cafeteria and common room for use by both staff and students. The Manor Road Building is served by a shared IT and web team.

An experienced Professional Services function supports the department's research and teaching activities. The department's core Professional Service is grouped into teams that provide dedicated support for: Courses, Research, Finance, HR, Operations and Communications & Alumni Relations. The administrative teams work closely with each other as well as with staff in other parts of the University, in particular with the Social Sciences division, Personnel Services, and Research Services, as well as with the University's many colleges.

For further information, please visit: <a href="https://www.politics.ox.ac.uk">https://www.politics.ox.ac.uk</a>

### Brasenose

Oxford has 39 self-governing and independent Colleges, enabling academic staff and students to reap the benefits of belonging to a small, interdisciplinary community as well as a large, internationally renowned University. The collegiate system fosters a strong sense of community, bringing together leading academics and students across subjects, and from different cultures and countries. Brasenose was founded in 1509, making it one of the longest-established members of the collegiate University. Across all years, there are approximately 375 undergraduates and 250 enrolled graduates at Brasenose recruited from a wide range of backgrounds. The College's paramount objective is the pursuit of academic excellence and it is concerned to foster research as well as high-quality teaching. As a Fellow, you will be welcomed into the Brasenose community, and through our various events, and especially over

lunch (which is very popular and well attended), offering the chance to interact with a broad range of other academics across many different disciplines. The appointment offers scope to become as involved in the social and intellectual life of the College as you wish. Throughout the year, there are also opportunities to invite guests – a hospitality allowance (detailed below) encourages Fellows to do this. Brasenose also seeks to be a family-friendly employer.

#### Politics at Brasenose

Brasenose admits nine undergraduate students per year to read Politics, Philosophy, and Economics, plus additional undergraduates reading History and Politics. The College also admits graduate doctoral and masters students enrolled on Politics programmes. There are a number of Fellows with research interests in fields related to Politics. These include Professors Katerina Tertytchnaya, Alex Betts, Masooda Bano, Eduardo Posada-Carbo, and Drs Ian Carroll, Jan Eijking, and Justin Jackson, .

For more information please visit <a href="https://www.bnc.ox.ac.uk/">https://www.bnc.ox.ac.uk/</a>

### Social Sciences Division

The University's academic departments and faculties are organised into four large groups known as Academic Divisions (Social Sciences, Mathematical, Physical and Life Sciences (MPLS), Medical Sciences, and Humanities). The divisions are responsible for academic strategy and operational planning, oversight of the teaching and research of their constituent departments and faculties, and for personnel and resource management. The social sciences at Oxford are distinctive for both their depth and breadth, with over 1,100 academic and research staff working across fifteen departments, faculties and schools. The Head of the Social Sciences Division is Professor Timothy Power.

The Division is a world-leading centre of research and education in the social sciences. The Times Higher Education (THE) University Rankings returned the University of Oxford to the number one spot in the world for Social Sciences in 2022. We have placed first in three of the last five years (2018, 2019 and 2022).

More than 800 researchers were returned to Main Panel C (Social Sciences) for REF 2021 across a diverse range of subject area 'units of assessment' – from geography and business to archaeology and law. Over 55% of the research submitted from the Division was judged to be world-leading (4\*, the highest score available). More than two-thirds (69%) of the research's impact was also recognised as world-leading (4\*). Research from across the Division was also submitted to subject areas across Panels A (Medicine, health and life sciences), B (Physical sciences, engineering and mathematics), and D (Arts and Humanities), highlighting the enormous breadth and diversity of research expertise across the Division.

Our academic and research staff and students are international thought leaders, generating new evidence, insights and policy tools with which to address some of the major global challenges facing humanity, such as sustainable resource management, poverty and forced migration, effective governance and justice. Particular research highlights in recent years have included COVID-19 and Climate Change. As well as active interdisciplinary links with researchers in

other divisions at Oxford, we engage and collaborate extensively with other universities and a wide range of governmental and non-governmental practitioner communities such as law, business, public health and welfare, international development and education around the world. The Division has an extensive portfolio of external funders, partners and supporters, with competitively-awarded external research income exceeding £50 million per year and philanthropic income over £25 million a year.

As part of our commitment to equality of opportunity, eleven of our departments have achieved Bronze awards under the Athena Swan Charter (a UK accreditation scheme recognising organisations' commitment to equality and diversity, particularly in gender). Our School of Geography and the Environment holds an Athena Swan Silver award. In February 2023, for the first time, the University as a whole was awarded an institutional Athena Swan Silver award, acknowledging the progress that has been made in addressing a number of gender gaps across the University over the last five years.

The Division delivers an exceptional range of high-quality educational programmes all underpinned by the innovative research being undertaken by our academics. The student body is made up of over 2,000 undergraduate students, nearly 3,000 students studying postgraduate taught programmes and 1,200 postgraduate research students. The programmes we offer are wide-ranging, often interdisciplinary and include professionally-oriented provision in areas such as business, law and education. The Division is home to several of Oxford's most widely recognised teaching programmes, such as Philosophy, Politics and Economics (PPE) at undergraduate level; and at the Masters level programmes such as the Bachelor in Civil Law (BCL), Environmental Change and Management, International Relations, and Social Data Science.

For more information, please visit: www.socsci.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 a large number of 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 <a href="https://www.ox.ac.uk/about/organisation/finance-and-funding">www.ox.ac.uk/about/organisation/finance-and-funding</a>), 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 <a href="https://www.ox.ac.uk/about/organisation">www.ox.ac.uk/about/organisation</a>

# University Benefits, Terms and Conditions

Salary

The University component of the salary will be on the scale for Associate Professors (£44,296 - £59,479 per annum). The combined College and University salary will be on a scale up to £70,918 per annum.

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 eliqible 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 <a href="https://finance.web.ox.ac.uk/uss">https://finance.web.ox.ac.uk/uss</a>

#### 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 <a href="https://hr.admin.ox.ac.uk/holding-outside-appointments">https://hr.admin.ox.ac.uk/holding-outside-appointments</a>.

Guidance is also available on:
ownership of intellectual property
<a href="https://governance.admin.ox.ac.uk/legislation/council-regulations-7-of-2002">https://governance.admin.ox.ac.uk/legislation/council-regulations-7-of-2002</a> and managing conflicts of interest
<a href="https://researchsupport.admin.ox.ac.uk/governance/integrity">https://researchsupport.admin.ox.ac.uk/governance/integrity</a>

#### 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 <a href="https://www.ox.ac.uk/about/organisation/governance">https://governance.admin.ox.ac.uk/legislation/statute-iv-congregation</a> 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 <a href="https://hr.admin.ox.ac.uk/family-leave-for-academic-staff">https://hr.admin.ox.ac.uk/family-leave-for-academic-staff</a>. 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 <a href="https://childcare.admin.ox.ac.uk/home">https://childcare.admin.ox.ac.uk/home</a>.

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.

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/.

#### 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 <a href="welcome.ox.ac.uk">welcome.ox.ac.uk</a>.

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 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 <a href="https://jobs.ox.ac.uk/pre-employment-checks">https://jobs.ox.ac.uk/pre-employment-checks</a>.

#### 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 <a href="https://hr.admin.ox.ac.uk/the-ejra">https://hr.admin.ox.ac.uk/the-ejra</a>

For existing employees, any employment beyond the retirement age is subject to approval through the EJRA procedures. Further details can be found at <a href="https://hr.admin.ox.ac.uk/the-ejra">https://hr.admin.ox.ac.uk/the-ejra</a>

### 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: <a href="https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy">https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy</a>.

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

# College Benefits, Terms and Conditions

The College component of the salary will be on the scale for Associate Professors between spine points 42 and 52, from £8,519 to £11,439 per annum. See <a href="https://finance.admin.ox.ac.uk/salary-scales#collapse1290801">https://finance.admin.ox.ac.uk/salary-scales#collapse1290801</a>. The combined College and University salary will be on a scale up to £70,918 per annum.

- College accommodation (if available) or Housing allowance (if living outside College) of £17,856 p.a. The Housing Allowance is paid as taxable, pensionable income;
- A low-interest, interest only housing loan of up to £315,000;
- Research allowance of £2,260pa;
- A hospitality allowance of £476pa;
- An office in College;
- Entitlement to all meals free in College when the kitchens are open (alcoholic drinks, dessert, and the cost of entertaining guests outside the scope of the hospitality allowance will be a personal charge);
- Membership of the Senior Common Room;
- Optional membership of a medical insurance scheme, paid by the College at its sole discretion, as a taxable benefit

#### Sabbatical leave

The Fellow will be eligible for sabbatical leave from College duties, without deduction of stipend, at a rate of one term of leave for every six terms of service.

### Family Support

The College provides generous maternity and paternity and shared parental leave arrangements on a comparable basis to the University. Full details, along with policies on flexible working and nursery places, are available on demand from <a href="https://staff.bnc.ox.ac.uk/policies/">https://staff.bnc.ox.ac.uk/policies/</a>

# Offer of employment

Applications for this post will be considered by a selection committee containing representatives from DPIR and Brasenose 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 Social Sciences Divisional Board and the Governing Body of Brasenose 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.

#### **Appendix**

# 1. Stint Tariff (2023-24)

Teaching	Stint Units
1-hour tutorial/thesis tutorial	1
1-hour graduate special supervision/tuition	1
1-hour lecture	3
2-hour lecture	5
1-hour class/seminar	3
2-hour class/seminar	6
Other teaching provision**	Apply for approval
Supervision	
Supervision of one DPhil student (during fee liability)	24 p.a.
Supervision of one DPhil student (first year beyond fee liability)	12 p.a.
Supervision of one DPhil student (second or later year beyond fee liability)	0
Joint supervision of one DPhil student (during fee liability)	12 p.a.
Acting as 'Second Supervisor' for ESRC-funded DPhil students, OR 'Departmental Assessor' for IR DPhil students.	4 p.a.
Supervision of one MPhil student (year 1)	8 p.a.
Supervision of one MPhil student (year 2)	12 p.a.
Supervision of one MSc student	12 p.a.

<sup>\*\*</sup>Organising the main research colloquium for each pillar (Government, IR, and Political Theory) counts towards teaching stint at the same rate as a class/seminar (e.g. organising a 1-hour colloquium session counts for 3 stint units).

Units are divided pro rata where teaching/supervision is shared (e.g. 1.5 units per hour for a co-taught seminar, 12 units for a co-supervised DPhil) or where supervision is provided for part of a year (e.g. 16 units for supervising a DPhil student for 2 terms, 4 units for supervising an MSc student for one term).

# 2. Research Allowance (2023-24)

The postholder will be eligible for a departmental research allowance, presently £3200