

Job Description and Selection Criteria

Post	Associate Professorship of Music, with a Tutorial Fellowship at St. Catherine's College
Department/Faculty	Faculty of Music
Division	Humanities
College	St Catherine's College
Contract type	Permanent upon completion of a successful review. The review is conducted during the first 5 years.
Salary	Combined University and College salary: £55,755–£74,867 per annum. An additional allowance (currently £3,155 per annum) would be made upon award of the title of Professor. A college housing allowance of £11,669 is also available.

Overview of the Post

The University, in association with St Catherine's College, proposes to appoint an Associate Professor of Music with effect from 1 October 2025 or as soon as possible thereafter. This is a joint appointment: the person appointed to the Associate Professorship will also be appointed to a Tutorial Fellowship at St Catherine's (Henfrey Fellow and Tutor in Music) and will be a member of its Governing Body and a trustee of the college.

Candidates must hold a doctorate, normally in music or a closely related discipline, already awarded at the time of application.

The person appointed will be required to provide not fewer than 36 hours of lectures (or equivalent teaching) per year for the Faculty of Music and to undertake examining and graduate supervision. For the College they will be expected to:

- take responsibility for the organisation, supervision, and teaching of undergraduate studies in Music at St Catherine's College, including arrangements for admission to the subject;
- undertake up to 6 weighted hours of tutorial and small-group teaching per week for undergraduates, averaged over the three terms (twenty-four weeks) of the academic year;
- organise tutorial provision in parts of the Music degree in which the appointee does not teach;
- share in the pastoral care of undergraduate and postgraduate students studying Music; and to participate in the administration and governance of the College, including exercising the duties of a trustee as a member of the Governing Body, and serving on College committees.



Applications are sought from candidates with expertise on music, music making, or aural practices of the late-twentieth and early twenty-first centuries. This expertise need not be limited to any particular musical tradition or geographic area, but preference will be given to candidates whose scholarship embraces relational methods such as ethnographic fieldwork, practice-based research, collaborative creativity, community-based participatory research, or other interactive approaches that connect academic research with lived experiences. Scholars who have a track record of using applied methods are especially encouraged to apply.

We seek a creative, intellectually adventurous colleague who is eager for interdisciplinary conversation, who values a spectrum of scholarly approaches to the study of music and sound, and who can contribute to the diversity of the Faculty of Music's current offerings. Please note that this position is not primarily intended for a composer, music technologist, or performer, although experience in composition, studio production, and/or performance may be considered additionally advantageous, as may the ability to actively engage and collaborate with current university postholders in those areas.

The successful candidate will have the potential to enhance the high reputation of the Faculty of Music in research and teaching. They will have a proven record of internationally recognised scholarship and research, or the clear promise of such achievement, and will be required to provide a high standard of teaching at both undergraduate and graduate levels, including the supervision of doctoral research students. The postholder will also be expected to play a full and active role in Faculty administration and to undertake responsibilities at the Humanities Division as needed. A willingness to collaborate with related University departments or institutes is desirable.

For St Catherine's College, the postholder will be expected to deliver 6 weighted hours of tutorial (small-group) teaching per week during term with associated duties (see above), and organise tutorials as needed to be given by others. They will also prepare and mark, or arrange marking, for collections (termly college assessments to test progress), act as College advisor for postgraduate students, and play a full role in the processes for the admission of undergraduate and postgraduate students. The College duties are described in further detail below.

The postholder will also need to be able to teach tutorials for the college in the following elements of the undergraduate degree:

- Preliminary Examination (1st year): 1 or 2 Topics, as appropriate (3 tutorials per topic); Foundations; individual supervision of Extended Essay.
- Final Honour School (2nd and 3rd years): 1-3 Topics, as appropriate (4 tutorials per topic); Musical Thought and Scholarship; Music Analysis and Criticism (both MAC and MTS are taught through second and third year and shared with other tutors according to expertise); individual supervision of Dissertation, Ethnography, and/or Analysis Portfolio. Other tutorial teaching will be based on the postholder's area(s) of expertise.

The Faculty of Music is the holder of an Athena Swan Bronze Award. We particularly encourage applications from women and black and ethnic minority candidates, who are under-represented in senior academic positions at the University of Oxford.

Candidates wishing to have an informal discussion about the post may contact the Head of Administration and Finance in the Faculty of Music, Andrea Jones (andrea.jones@music.ox.ac.uk), or the Academic Registrar at St Catherine's (academic.registrar@stcatz.ox.ac.uk). 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 an Oxford University department/faculty and an Oxford college, and you will have a contract with both.

Associate Professors are, simultaneously, full members of University 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 standards 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 below 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 Associate Professor or Professor will be a member of both St Catherine's College and the wider University of Oxford community. They will be part of a lively and intellectually stimulating research community and will have access to the excellent research facilities which Oxford offers. They will have a role to play in the governance of the College as a member of the Governing Body and as a trustee of the College (Oxford colleges are charities and are subject to the rules set by the Charity Commission for England and Wales).

Faculty Duties

- (a) Under the direction of the Board of the Faculty of Music, to give the equivalent of 36 hours of lectures in each academic year, by contributing, as appropriate and in consultation with the Director of Undergraduate Studies, to taught courses for Prelims (first-year undergraduate examinations), Final Honour School (second- and third-year undergraduate course), and for the postgraduate MSt (Master of Studies). The postholder will be expected to offer courses and supervise undergraduate and postgraduate dissertations and theses on a range of topics.
- (b) To engage in advanced study and research (at an internationally recognised level) in areas of music studies within their expertise;
- (c) To promote the musical and intellectual life of the Faculty;
- (d) To take part in University examining;
- (e) To supervise master's and doctoral research students as requested;
- (f) To co-operate in the administrative work of the Faculty of Music in both term and vacation under the direction of the Chair of the Faculty Board.

As described below, the teaching obligation for the College will be 6 weighted hours per week during full term. No formal limitation is placed on examining or other work, but it is expected that the total commitments of Associate Professors and their college demands on them will be managed so that time will be available to pursue independent research (see below).

Undergraduate Lecturing and Teaching

The person appointed will be expected to make a full contribution to teaching in both the Faculty and the College. The Faculty aims to admit around 70 new undergraduates each year to read for the BA in Music. Faculty teaching consists principally of lectures and seminars, supported by occasional workshops and masterclasses. Postholders are encouraged to develop their teaching in relation to their research. Oxford is fortunate in being able to recruit high-quality, motivated undergraduates who respond enthusiastically to a broad and challenging syllabus, and who are extremely rewarding to teach.

Graduate Teaching and Supervision

The person appointed will be expected to play an active role in the graduate environment of the Faculty. The Faculty admits approximately 25–30 master's students each year, plus approximately 9–12 doctoral research students, from a large and international body of applicants. It runs a one-year taught Master of Studies (MSt) programme with pathways in musicology, composition, and performance, as well as MPhil and DPhil research degrees. The MPhil also allows for specialisation in composition, performance, and musicology, while the DPhil caters for a wide variety of types of musical scholarship, as well as a wide variety of compositional approaches (we do not offer a DPhil in performance). Teaching on the MSt is delivered through a programme of seminars across the first two terms, accompanied by one-to-one supervision for coursework, and for dissertations and composition portfolios. The Faculty also provides a series of specialist research training seminars and encourages DPhil students to take up opportunities for training in tutoring and other teaching. Research students are typically supervised by a single member of the Faculty (although joint supervision arrangements sometimes also exist). The vast majority study full time over three to four years, though part-time provision for a limited number of students is also available. The Faculty is also part of a joint programme with the Saïd Business School offering a two-year programme of study (a one-year MSt, followed by a one-year MBA).

Research Activity

The person appointed will be expected to play a full part in Faculty research activity, which includes:

- maintaining an active programme of individual research and scholarly publications;
- developing research projects and seeking external funding to support them;
- collaborating with other scholars, within or outside the University, in research and dissemination (including, for instance, editing journals and series);
- participating in, and organising, University research seminars;
- attending research conferences, organising conferences, and giving papers.

This is intended as a general guide to research activity; the Faculty Board recognises that newly appointed staff, especially those earlier in their careers, may not be able to achieve all of these goals immediately. The Board offers a range of support for research, including:

- a mentoring scheme in which a more established member of the Faculty gives guidance on teaching and research;
- regular research leave (all academic appointments at Oxford have a sabbatical leave entitlement that equates to one term of leave for every six terms of service);
- financial support for research expenses and conference attendance;

- teaching relief for particular research needs;
- equipment for research staff;
- IT equipment and resources.

Opportunities for research are enhanced by grants for research visits and assistance for conference attendance offered by the Music Faculty Board. In addition, the University has funds to support pilot projects and other research schemes. The Humanities Division supports a team of research facilitators whose role is to assist academic staff in developing projects and applying for external funding. The Faculty has a generous policy with regard to externally funded research leave and research fellowships and encourages applications to major funding bodies. The Oxford Research Centre in the Humanities (TORCH: <https://torch.ox.ac.uk>) and the Humanities Cultural Programme (<https://www.torch.ox.ac.uk/humanities-cultural-programme>) for the new Stephen A. Schwarzman Centre for the Humanities (<https://www.schwarzmancentre.ox.ac.uk>) are also active in supporting interdisciplinary programmes of research and knowledge exchange.

Oxford's libraries offer unrivalled facilities for both teaching and research. The Bodleian Library, with its 11 million volumes and priceless early book and manuscript collections, is a library of legal deposit and so receives all UK publications. In addition, the Music Faculty Library has very considerable book, score, audio, and electronic resources, and many college libraries also have collections with considerable research value. There are extensive online resources and excellent support is available from the Oxford University IT Service. The Music Faculty has a variety of specialist research resources, including Disklavier computer-monitored pianos, electronic music studios, the Bate Collection of Musical Instruments and a gamelan.

College Duties

As the Henfrey Fellow and Tutor in Music at St Catherine's College, the person appointed will take the lead in organizing and teaching St Catherine's undergraduate Music students throughout the three-year course.

The College currently admits around 4 undergraduate students in each year to read Music at St Catherine's College.

The teaching duties of a college Tutor are as follows:

- (a) To take responsibility for the organisation, supervision, and teaching of undergraduate studies in Music at St Catherine's College, which will include monitoring students' progress, coordinating, setting, and marking collections (termly College assessments), attending student progress meetings with the Head of House, and organising tutorial teaching by specialist colleagues in other colleges;
- (b) To undertake for the College up to 6 hours (weighted¹) of tutorial and small group teaching per week averaged over the three terms (twenty-four weeks) of the academic year, and to provide timely feedback on students' work and produce termly progress reports. The successful candidate would be expected to teach some compulsory papers for both Music undergraduate Prelims (year 1) and Final Honour School (years 2 and 3), as well as some optional papers. The postholder will

¹ Tutorial hours for this post operate on a weighting system, whereby one contact hour with one student counts as one hour, one contact hour with a pair of students as 1.25 hours, one contact hour with a group of 3 counts as 1.5 hours and so on. Accordingly, the 6 weighted hours will usually be accomplished in 4 or 5 hours of tutorials.

also be expected to advise and guide on the formulation of undergraduate research projects and supervise such projects, where appropriate;

- (c) To take responsibility for all student admissions to the subject (undergraduate and postgraduate). For undergraduates this will include reading written work, assessing auditions, and interviewing in the December admissions period (training is required and will be provided), and involvement in outreach and recruitment activities including College Open Days;
- (d) To act as Director of Studies and to take responsibility for the provision of pastoral care for St Catherine's College undergraduates reading Music, liaising with other members of the College community with responsibility for student welfare;
- (e) To act as College Adviser to the College's postgraduate students in Music and related subjects (note that *advising* postgraduate students is a pastoral role distinct from the *supervision* of postgraduates, which is organised separately by the Faculty);
- (f) To participate in the administration and governance of the College, which includes exercising the duties of a trustee as a member of the Governing Body, attending meetings of the Governing Body (typically three per term), serving on College Committees, taking an appropriate share in the administrative work, and on occasion taking on College offices (leadership roles);
- (g) To engage in advanced study and research;
- (h) To contribute to the intellectual life, and academic and musical activities of the College, including through attendance at, and participation in, college events.

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 and the colleges are 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

1. A doctorate in music (or a closely related discipline), already awarded at the time of application;
2. Substantial research expertise (and clear potential for outstanding future research) on music, music making, or aural practices of the late-twentieth and early twenty-first centuries, with a proven track record in employing relational methodologies;
3. Published research at a level of international recognition consistent with career stage;
4. The ability to attract external funding for research;
5. The ability to provide a high standard of teaching for the Faculty and College, on a range of topics to undergraduates and postgraduates via lectures, classes, and tutorials;
6. Strong, verifiable experience of university-level student assessment and course design;
7. The ability to provide research supervision of high quality to post graduate students, including doctoral students;
8. The interpersonal time management and organisational skills necessary to undertake pastoral responsibilities and administration for both undergraduate and postgraduate students;
9. The ability and willingness to participate in Faculty, College, and Division administration through membership of appropriate bodies, committees and the holding of specific offices.

Desirable

1. An interest in interdisciplinary research and the willingness to work collaboratively with other University departments or institutes;
2. A willingness to participate in, and to encourage, the musical and intellectual life of the Faculty and College;
3. An interest in contributing to access and widening participation activities for the College and Faculty.

How to Apply

To apply, visit https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=177406, then click on the **Apply Now** button of the 'Job Details' page and follow the on-screen instructions to register as a new user or to 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. Applications should include:

- Your full contact details including email address, full postal address and at least one contact telephone number;
- A covering letter or statement explaining how you meet the selection criteria set out above;
- A full CV and publications list;
- Details of **three** referees (see below);
- An indication of where you first heard about this post.

Candidates should contact referees before applying to ensure they are aware of your application and acquainted with the requirements for the post. Please confirm any potential referee is content to write a reference, if asked to do so. Applications should include the following details for each referee: name, position, relationship to the candidate, postal address, email address, and contact telephone number. The college and the University will assume that they may approach referees at any stage.

Applications are sought from candidates with expertise on music, music making, or aural practices of the late-twentieth and early twenty-first centuries. This expertise need not be limited to any particular musical tradition or geographic area, but preference will be given to candidates whose scholarship embraces relational methods such as ethnographic fieldwork, practice-based research, collaborative creativity, community-based participatory research, or other interactive approaches that connect academic research with lived experiences. Scholars who have a track record of using applied methods are especially encouraged to apply.

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. (College support for disability and long-term health conditions can be added here.) 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/>

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

All applications, including references must be received by **12:00 noon** on 17 January 2024 as stated in the online advertisement. Interviews are expected to be held in **February 2025**.

Should you experience any difficulties using the online application system, please e-mail 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 lefthand side of this page.

Please note the University will be closed 23 December 2024 – 1 January 2025 for the holidays. Any e-mails you send during this period of time will receive a reply once the University has reopened in the new year.

Please note that you will be notified of the progress of your application by automatic e-mails from our e-recruitment system. **Please check your spam/junk mail** regularly to ensure that you receive all e-mails.

The Faculty of Music

The Faculty of Music is one of the largest and liveliest music departments in the country, and an internationally renowned centre of musical teaching and research. In the recent Research Excellence Framework (REF 2021), 40% of Oxford's submission was judged to be 4* (the highest score available, for research quality that is world-leading in terms of originality, significance, and rigour).

There are presently 14.5 staff holding permanent academic appointments in the Music Faculty: seven full Professors, seven Associate Professors, and a Director of Performance. The total membership of the Faculty, including research staff and college tutors, is over 50. The Faculty has nearly 300 students, of whom two-thirds are undergraduates. The Faculty is currently situated in self-contained and specially adapted buildings in central Oxford, next to Christ Church Meadow. The facilities comprise fully equipped teaching and lecture rooms, a rehearsal hall, a suite of practice and ensemble rooms, the award-winning Faculty Library (which has one of the most extensive collections in the UK), the Bate Collection of Musical Instruments, high-specification electronic music and recording studios, and a Mac-based multi-media resource centre. The Faculty plans to move to the Schwarzman Centre in 2025, which will feature purpose-built studio space and performance facilities, including a 500-seat concert hall, a 'black box' experimental multi-media theatre/space, and several state-of-the-art recording and broadcast studios. (See below for further information on the Schwarzman Centre.)

The Faculty offers an extensive annual programme of recitals, performance, and composition workshops, and masterclasses, as well as public lectures and research seminars, regularly featuring international musicologists, composers, and performers. Many of the Faculty's recitals and concerts are held in the Holywell Music Room, the oldest purpose-built concert hall in Europe, and occasionally in the Sheldonian Theatre. The exceptionally rich musical life of the University and its colleges—including world-famous choirs, University orchestras and chamber groups, jazz ensembles, in addition to the Faculty-based new music ensemble and laptop orchestra—is complemented by the wide range of musical activities to be found in and around the city, drawing on numerous musical traditions.

Through its undergraduate and postgraduate programmes, the Faculty offers a highly stimulating environment for anyone interested in a practical, scholarly, and creative engagement with music. Our undergraduate and graduate curricula are strong in traditional musicological and musical skills, but are also notably wide-ranging and imaginative, reflecting contemporary developments in music and musicology. The Faculty's research and teaching strengths cover a broad spectrum, including European music of many periods, ethnomusicology, composition, opera, analysis and music theory, the psychology and sociology of music, performance, and performance practice. The Faculty hosts regular visiting speakers in its public seminar series, including those in Music Theory and Analysis (<https://www.music.ox.ac.uk/oxford-seminar-music-theory-analysis-osimta>), Ethnomusicology and Sound Studies (<https://www.music.ox.ac.uk/seminar-in-ethnomusicology-and-sound-studies>), Medieval and Renaissance Music (<https://www.music.ox.ac.uk/all-souls-seminars-medieval-and-renaissance-music>), and in our general Research Colloquia (<https://www.music.ox.ac.uk/public-seminars#collapse3608111>).

For more information about the Faculty, please visit: www.music.ox.ac.uk.

Humanities Division

The Humanities Division is one of four academic divisions in the University of Oxford, bringing together the following faculties: Classics; English; History; Linguistics, Philology and Phonetics; Medieval and Modern Languages; Music; Asian and Middle Eastern Studies; Philosophy; Theology and Religion; the Ruskin School of Art. The Division has over 500 members of academic staff, approximately 4,100 undergraduates (more than a third of the total undergraduate population of the University), 1,000 postgraduate research students and 720 students on postgraduate taught courses.

The Division offers world-class teaching and research, backed by the superb resources of the University's libraries and museums, including the famous Bodleian Libraries, with their 11 million volumes and priceless early book and manuscript collections, and the Ashmolean Museum of Art and Archaeology. Such historic resources are linked to cutting-edge agendas in research and teaching, with an increasing emphasis on interdisciplinary study. Our faculties are among the largest in the world, enabling Oxford to offer an education in Arts and Humanities unparalleled in its range of subjects, from music and fine art to ancient and modern languages.

Schwarzman Centre

Opening in September 2025 and funded by a £185 million gift (the largest in the University's history), the Stephen A. Schwarzman Centre for the Humanities will provide a state-of-the-art home for seven of the Division's ten faculties (Music, English, History, Theology and Religion, Medieval and Modern Languages, Linguistics, and Philosophy), along with the Institute for Ethics in AI, the Oxford Internet Institute, the Bodleian Humanities Library, and a suite of performance spaces including a 500-seat concert hall (with acoustics engineered by Arup), a black box experimental performance lab, a 250-seat theatre, a white box exhibition space, a flexible recital hall, recording studios, and a 100-seat cinema, as well as the new home for the Bate Collection. Designed by Hopkins Architects (whose previous projects include the new Glyndebourne Opera House and Kroon Hall at Yale University), the Schwarzman Centre will be a hub for innovation, interdisciplinarity and impactful research. It will facilitate new ways of working, as well as providing a catalyst for co-creation with communities who have had no prior engagement with the University. A Cultural Programme (<https://oxfordculturalprogramme.org.uk>) will develop a dynamic and original series of public events inspired by Oxford research.

Further details are available via the project website: <https://schwarzmancentre.humanities.ox.ac.uk/>

St Catherine's College

St Catherine's College is one of the largest colleges in Oxford, with around 65 Fellows, 90 lecturers, 410 graduate students, 520 undergraduates, and 50 visiting students. Its founding Master, Lord Alan Bullock, established the College in the 1960s. Its striking modern architecture and new ideas reflected a move towards the open, contemporary culture that is still fundamental to St Catherine's approach today. St Catherine's admitted its first students in 1962, when it was founded as a College of the University of Oxford. Previously, the College existed as a non-residential society within the University. Undergraduates are admitted to read all subjects except Ancient History, Archaeology and Anthropology, Classics, Earth Sciences, Oriental Studies, and Theology, and the overall composition of membership is divided equally between arts and sciences.

The College's Grade I listed buildings, and their fittings and furniture, were designed by the Danish architect Arne Jacobsen and attract visitors from around the world. They are located in a peaceful setting adjacent to the University Parks.

In addition to the normal college facilities, St Catherine's has three lecture theatres, seminar rooms, a gym, a specially designed music house, and spacious common rooms. The College usually admits four undergraduates each year to read for the Final Honour School of Music.

For more information please visit: <https://www.stcatz.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 www.ox.ac.uk/about/organisation/finance-and-funding), 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 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, (£46,762 - £62,791). The combined College and University salary will be on a scale up to £74,867 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 certain administrative appointments within the Faculty may be eligible for additional payments.

Pension

The college and University offer 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/dispensation from lecturing obligations

You will be eligible to apply for dispensation from lecturing obligations in conjunction with sabbatical or other leave granted by the college. You may be dispensed from up to two courses of eight lectures or classes in any period of three years, up to a maximum of four courses in any period of fourteen years.

Intellectual property and conflicts of interest

Guidance is 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> and <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>. 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>.

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 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> 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

<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. See [Academic posts at Oxford | HR Support](#)

Retirement

The University operates an employer justified retirement age for academic posts of 30 September immediately preceding the 70th birthday. See <https://hr.admin.ox.ac.uk/the-ejra>

Data Privacy

<https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>.

<https://compliance.admin.ox.ac.uk/data-protection-policy>.

Offer of employment

Applications for this post will be considered by a selection committee containing representatives from both the Faculty of Music and St Catherine's 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 Humanities Division and by Governing Body of St Catherine's 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.