



St Hugh's College

St Margaret's Road
Oxford OX2 6LE



ST HUGH'S COLLEGE, OXFORD
AND THE DEPARTMENT OF CHEMISTRY, UNIVERSITY OF OXFORD

Further Particulars for the position of

Sue and Jules Green Career Development Fellow in Organic Chemistry

Applications are invited for a Career Development Fellowship in Organic Chemistry at St Hugh's College, Oxford, tenable from 1st October 2019. This is a fixed-term three-year position to cover Professor Stuart Conway's tutorial teaching, and will suit an individual who has recently completed a PhD/DPhil, and who wishes to embark on an academic career.

The post holder will contribute to the teaching of organic chemistry at St Hugh's College, and will also be expected to use the period of the Fellowship to begin building an international research profile. The research activities of the Fellow will be hosted in Professor Stuart Conway's laboratories. The successful candidate will be required to offer teaching for the College, under the direction of the Fellows in Chemistry, to an average of six hours per week during term. Career Development Fellows at St Hugh's are encouraged to take a full part in the intellectual life of the College.

St Hugh's College

St Hugh's College has some 420 undergraduates and around 400 graduates, a fellowship of 75, 50 college lecturers and a non-academic staff of 90. From its site in North Oxford, St Hugh's promotes an inclusive culture of research and rigorous intellectual engagement.

The College has two established Tutorial Fellowships in Chemistry; Professor Luet Wong is the Jennifer C. Green Fellow in Inorganic Chemistry, and Professor Stuart Conway is the E. P. Abraham Cephalosporin Fellow in Organic Chemistry. St Hugh's currently admits around eight undergraduates each year in Chemistry, and has around ten graduate students reading for research degrees in Chemistry. More information about St Hugh's College can be found at www.st-hughs.ox.ac.uk.

Chemistry at Oxford

Oxford is one of the leading Chemistry research departments in the world, with around 80 academic staff carrying out international-level research, and an annual research income of around £15 million. The latest (2008) Research Assessment Exercise confirmed that Oxford Chemistry has the highest "power rating" (breadth and depth of science) in the UK. The Department is currently engaged in a number of innovative themes of work. More details can be found at www.chem.ox.ac.uk.]

Terms of Appointment

The duties of the post holder will be: To offer an average of six hours teaching each week during term for the College; to assist in directing studies, admissions and pastoral care of undergraduates; to carry out research of international standing.

The successful applicant will be elected to the Sue and Jules Green Career Development Fellowship in St Hugh's College. The stipend will be based on the University's Academic

Related Scale, Grade 7, currently starting £30,738 per annum. The post holder will have the option of becoming or remaining a member of a contributory pension scheme, the Universities Superannuation Scheme (USS). If it is available, the post holder will have the option to rent single accommodation from the College.

There will be an initial probationary period of one year, during which the appointment may be terminated by one month's notice on either side. The post will be renewed for a further two years provided that there is evidence of satisfactory progress in research and teaching.

A Career Development Fellow of St Hugh's College is entitled to free meals at common table when the College kitchens are open, and some support is available for research-related costs. The Fellow will be a non-voting member of the College's Governing Body.

Selection Procedure

Applications for this post will be considered by a selection committee responsible for conducting all aspects of the recruitment and selection process; the committee 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 Governing Body of St Hugh'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 the Governing Body and a formal contractual offer has been made. The appointment will be subject to provision of proof of the right to work in the UK.

The formal selection criteria for the post are as follows:

1. Evidence of ability to teach undergraduate students organic chemistry at the highest level.
2. Evidence of ability to produce work of international standing within the candidate's field of research.
3. The candidate should have already received the degree of PhD/DPhil or equivalent at the point of application. The candidate should not normally have accumulated more than seven years in full-time graduate study or research; career breaks will be taken into account.

The selection committee will apply these criteria bearing in mind the stage reached in a candidate's career.

The qualities that we are therefore seeking include:

1. Expertise in and enthusiasm for undergraduate teaching.
2. The ability to bring advanced research projects to fruition; excellent presentation skills; the ability to contribute to a research community.
3. Sympathy for the nature and aims of the University of Oxford and St Hugh's College and enthusiasm for participating in the life of the College.

Application Procedure

Applications and references should be sent by email to the Academic Registrar, Miss Crapper (college.office@st-hughs.ox.ac.uk), by **9am on Monday 1st April 2019**. Applications should be in the form of a single PDF comprising:

- 1) a covering letter
- 2) a full *curriculum vitae*, including a full list of publications
- 3) an account of teaching experience (not more than one A4 side)
- 4) a proposal for a postdoctoral research project (not more than one A4 side)
- 5) the details of two referees

Candidates should ask their referees to submit references directly to the Academic Registrar (college.office@st-hughs.ox.ac.uk) by the same deadline.

Interviews are likely to take place on 15th April 2019. Shortlisted candidates will be asked to give a 15 minute presentation on their recent research work, and a 10 minute mock tutorial on an aspect of organic chemistry (to be advised).

Informal enquiries can be made to Professor Stuart Conway (stuart.conway@chem.ox.ac.uk).

Candidates are also asked to complete a copy of an equal opportunities form, available from www.st-hughs.ox.ac.uk/vacancies and return it to the HR Office, either by post to St Hugh's College, or by email to hr@st-hughs.ox.ac.uk. This form is used for monitoring purposes only and will not be seen by any member of the selection committee.

Equal Opportunities

The policy and practice of St Hugh's College, University of Oxford require that entry into employment with the College and progression within employment shall be determined only by personal merit and the application criteria which are related to the duties of each particular post. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her gender, marital or civil partnership status, sexual orientation, religion or belief, racial group, age or disability. In all cases, ability to do the job will be the primary consideration.