**ST HUGH'S COLLEGE, OXFORD**

**Career Development Fellowship in Artificial Intelligence**

**Job Description and Selection Criteria**

Applications are invited for a Career Development Fellowship in Artificial Intelligence at St Hugh's College, Oxford, tenable from 1st October 2023 or as soon as possible thereafter. This is a three-year fixed-term position focused on research. It is suitable for someone who has recently completed or will shortly submit a PhD or DPhil on core aspects of AI or Machine Learning, whose research is clearly enabled by or develops new AI techniques, and who wishes to develop their academic career by conducting further research and gaining some experience of teaching.

The focus of the Career Development Fellow's research may complement the research area of an existing Fellow (see below) or may bring new aspects of the field to the College. The successful candidate should be able to engage with colleagues and advise students in the broader field and act as a focal point in College for research and teaching in Artificial Intelligence, broadly conceived. This broad conception encompasses theoretical and/or application-driven approaches in areas that include (but are not limited to) Computer Science, Machine Learning, Physics, Philosophy, Psychology, Cognitive Science, Economics and Finance, Linguistics and Natural Language Processing, Bioinformatics, Digital Health, and may focus on safety-critical applications, autonomous systems, geophysical remote sensing, hazard avoidance or any of a large range of research activities.

The primary purpose of this post is research, and the successful candidate will be expected to use the period of the Fellowship to continue building an international research profile. However, under the direction of the College's Tutorial Fellows in relevant subjects, the postholder will contribute a modest amount of teaching (up to four hours per week during term) for undergraduates at St Hugh's or other colleges. Teaching will not necessarily be limited to AI or its applications and may draw on broader expertise in e.g. Computer Science, Physics, etc., and candidates should signal ways in which they could contribute to undergraduate teaching as part of their application. Details of the University's undergraduate degree programmes can be found here: https://www.ox.ac.uk/admissions/undergraduate/courses/course-listing. The CDF may be invited to participate in the selection of new undergraduates as part of the admissions process in December each year (for which additional payment would be made).

The CDF will also assume responsibility for organizing and promoting an annual lecture or research seminar in the broad field of Artificial Intelligence (and of managing a budget of up to £10,000 p/a for this event).

**St Hugh's College and AI in Oxford**

St Hugh's was founded in 1886 and has around 440 undergraduate and 530 graduate students. From its beautiful, spacious site in North Oxford, the College enjoys a thriving culture of research and intellectual engagement, and St Hugh's is widely recognized to be exceptionally friendly and supportive to students and staff. Its Governing Body consists of 50 Fellow Trustees with a further 20 Fellows (including Senior and Junior Research Fellows) attending meetings. Teaching is supported by more than 60 college lecturers, and there is a substantial non-academic staff.

The interests of Fellows are described on the College website. Colleagues with particular interest in this post are Professor Alessandro Abate (Tutorial Fellow in Computer Science and Turing Fellow), Professor Don Grainger (Tutorial Fellow in Physics), Professor Phil Blunsom (Senior Research Fellow in Computer Science), Professor Rama Cont (Professor of Mathematical Finance), and Professor Rafael Perera-Salazar (Professor of Medical Statistics and Turing Fellow).

Once elected, the Career Development Fellow will be proposed for membership of an appropriate University Department to allow day-to-day interaction with others in their research area. Relevant Departments have already indicated their willingness to receive the Fellow as a member.

Fundamental AI research is carried out across a number of departments in Oxford, including Computer Science, Engineering, Mathematics, Statistics, and the Oxford Internet Institute; an introduction to the range of research is available on the University of Oxford's website (https://www.research.ox.ac.uk/area/ai).

For more information on St Hugh's including Fellows' profiles, please visit: https://www.st-hughs.ox.ac.uk/.

**Benefits and Terms of Appointment**

The basic stipend of the Fellow will be £34,308 per annum. In addition, there is a personal research allowance of (currently) £591 per annum. The Fellow is entitled to free meals at the common table when the College kitchens are open. They will have full membership of the Senior Common Room (for which there is a small annual charge).

College accommodation may be available for the Fellow to rent. The Senior Tutor can facilitate discussion about this once an offer has been made.

The Fellow will have the option of becoming or remaining a member of the Universities Superannuation Scheme (USS).

During term-time (https://www.ox.ac.uk/about/facts-and-figures/dates-of-term), the Fellow will be required to offer up to 3 hours of teaching per week for the College, their Faculty or Department (averaged across the three terms of the academic year).

The Fellow will be expected to play a full part in the collegiate life of St Hugh's. They will be invited to attend meetings of the College's Governing Body and may serve on other College committees as appropriate.

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 Senior Tutor will hold a progress review with the Fellow in the Trinity Term of each year.

**Selection Procedure and Criteria**

Applications for this post will be considered by a committee responsible for the recruitment and selection process. This committee will make a recommendation to the College's Governing Body. No offer of appointment will be valid unless and until the recommendation has been approved by the Governing Body and a formal offer letter has been issued. The appointment will be subject to provision of proof of the right to work in the UK.

Applicants must hold or be close to completing a PhD or DPhil. They must also demonstrate:

1. Evidence of the ability to produce work of international standing within the field of artificial intelligence / machine learning.
2. Published research of international standing within the field for the post.
3. Evidence of the ability to bring advanced research projects to fruition.
4. Evidence of engagement with and contribution to the academic research community particularly around the area of AI (via publications, seminar and conference presentations, lectures, etc.).
5. Evidence that they can offer a modest amount of undergraduate teaching for the College and/or a relevant Department for Preliminary Examinations and Final Honour Schools in appropriate subjects.
6. Strong presentation and communication skills.
7. Willingness to participate in the life of the College.
8. Evidence of an awareness of the importance of equality, diversity, and inclusion in all aspects of academic life.
9. Where appropriate, evidence of an ability to engage a wider public with their work.

Applications will not be considered from candidates who have previously held a postdoctoral research fellowship or equivalent post of 12 months' duration or more.

**Application Procedure**

Applications and references should be sent by email to the Academic Registrar ([college.office@st-hughs.ox.ac.uk](mailto:college.office@st-hughs.ox.ac.uk)), by **noon on Monday 27 March 2023** as a single PDF.

Applications should comprise:

1. a completed application cover sheet, which will include the names and contact details of two academic referees (available from the College website: https://www.st-hughs.ox.ac.uk/vacancies/);
2. a covering letter (no more than two A4 pages) that outlines
   a. your research experience to date
   b. a summary of areas in which you would be able to contribute to teaching for the College
   c. which University Department would be most appropriate to support your work
   d. an indication of how you would approach the organization and promotion of the annual lecture.
3. a curriculum vitae, including a full list of publications.
4. a proposal (no more than two A4 pages) for a postdoctoral research project (this may be a project on which you have already embarked, or a project that would begin with the Fellowship).

Candidates should ask two referees to submit their references directly to college.office@st-hughs.ox.ac.uk also by **noon on Monday 27 March**. References should include an assessment of the significance of the proposed research project and (if appropriate) the viability of its completion within the period of the fellowship.

All applicants are also asked to complete a copy of an equal opportunities form, available from www.st-hughs.ox.ac.uk/vacancies and return it 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.

Interviews are likely to be held in the week beginning **24 April**.

Informal enquiries can be made to the Senior Tutor (robert.vilain@st-hughs.ox.ac.uk) or Professor Alessandro Abate (alessandro.abate@cs.ox.ac.uk).


**Promoting Diversity**

The College and the Faculty are committed to recruiting the best people, whoever they are, to ensure equality of opportunity. Oxford's Equality and Diversity Unit promotes good practice across the University by developing policies and offering training, and it 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. No applicant or member of staff will be treated less favourably than another because of their gender, marital or civil partnership status, sexual orientation, religion or belief, racial group, age or disability.