

## ***Job Description and Selection Criteria***

<b>Post</b>	Associate Professorship of Engineering Science (Control Engineering)
<b>Department</b>	Engineering Science
<b>Division</b>	Mathematical, Physical and Life Sciences
<b>College</b>	St Hugh's College
<b>Contract type</b>	Permanent upon completion of a successful review. The review is conducted during the first 5 years.
<b>Salary</b>	Combined University and College salary from £52,815 p.a. to £70,918 p.a. plus substantial additional benefits including a housing allowance of £10,492 p.a. An allowance of £3,078 p.a. would be payable upon award of Full Professor title.
<b>Vacancy number</b>	171438

## **Overview of the post**

Applications are invited for the post of Associate Professor of Engineering Science (Control Engineering) to be held in the Department of Engineering Science, with effect from 1 January 2025 (or as soon as possible thereafter). The successful candidate will also be appointed to a Tutorial Fellowship at St Hugh's College.

This appointment will add further strength to the Department's research in Control Engineering. This includes, on the theory end, large-scale, embedded, robust and distributed optimisation, polynomial/sum of squares methods and optimal, robust and model predictive control. At the same time, the group covers applications ranging from Biology to battery/energy management systems, transportation, aerospace manufacturing systems and agriculture. Applications from candidates with research interests both within and complementary to the above areas are welcome.

The successful candidate will conduct original research in the field of control engineering and its applications. They will be expected to apply for and obtain external funding to enable development of their programme of independent research as well as to develop links within the Department of Engineering Science, other departments across the University and elsewhere as appropriate.

To assist in setting up new research activities, the Department will provide an equipment dowry and an



**Athena  
Swan**  
Silver Award



Race  
Equality  
Charter  
Bronze Award



annual support fund, and access to Departmental and University research support funds (which must be bid for). Further funding for the set-up costs of experimental facilities can be made available, and laboratory and office space will be provided. The appointee will be given help to apply for grants from research councils, for example through the Engineering & Physical Sciences Research Council (EPSRC) and from industry.

The successful candidate will also assist in the teaching of their subject at both undergraduate and graduate level. Undergraduate teaching in the department may include lectures and practical classes, and the supervision of undergraduate design and project work (see <http://www.ox.ac.uk/admissions/undergraduate/courses-listing/engineering-science>). The subjects taught at undergraduate level would be expected to be in the general field of control engineering, mathematics, and other areas of engineering, depending on the interests of the appointee and requirements of the college. Graduate teaching will involve supervision of MSc and Doctoral students.

In College the role will be as a Tutorial Fellow, providing pastoral support and teaching in the field of control engineering, as well as other general engineering aspects of the syllabus. More precisely, the core papers to be taught will encompass a range of undergraduate papers in the Engineering Science course, as detailed in the section below entitled “Duties of the Post.”

The University of Oxford is a member of the Athena SWAN Charter to promote women in Science, Engineering, Technology and Medicine. The University holds an Athena SWAN Silver award at institutional level. The Department of Engineering Science holds a Departmental Bronze Athena award in recognition of its efforts to introduce organisational and cultural practices that promote gender equality in SET and create a better working environment for both men and women. Feel free to contact [equality@admin.ox.ac.uk](mailto:equality@admin.ox.ac.uk) for further information about Athena SWAN at the University of Oxford.

We recognise that academics have a key role to play in advancing an inclusive culture across departments, colleges, and the University, and being part of this community requires taking on administrative roles. We value and reward such work on ensuring a productive and welcoming environment, where we foster a collegiate atmosphere and enhance equity for all. This includes working directly on initiatives and policies promoting equality, diversity, and inclusion, increasing access for under-represented groups at undergraduate and postgraduate level, outreach, and public engagement with research.

If you would like to discuss this post and find out more about joining the academic community at Oxford, please contact the Department on [academic.recruitment@eng.ox.ac.uk](mailto:academic.recruitment@eng.ox.ac.uk), or telephone: +44 (0) 1865 273003. 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. Associate Professors have responsibility for developing the careers of people in their group, department, and the wider environment by leading a successful programme of research, being an enthusiastic and engaging teacher and by promoting equality, diversity, and inclusion across all facets of the Collegiate University. Associate Professors are appointed jointly by a University department/faculty and an Oxford college, and you will have a contract with both. Further information about the College Tutorial Fellowship is found [here](#).

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.

We would expect the post-holder to spend, on average, approximately 10-30% of their time on teaching, 50-70% on research and 10-20% on administrative and pastoral responsibilities, noting that the relative fraction may vary within these ranges during their time in Oxford.

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:

### Research

1	Establish/maintain your own research group in the field of Control Engineering fostering a collaborative, inclusive and supportive research environment among all staff and students
2	Develop and submit competitive grant proposals to support your own research and contribute to the growth of distinctive areas of expertise in the Department and the wider University
3	Maintain a successful publication record (appropriate to the stage of career, and accounting for career breaks) and disseminate your group's research through participation in international conferences and seminars, and other media
4	Engage in activities to enable your research to have wider impact beyond academia, using innovative methods and collaborating with external stakeholders (which could include other educational organisations, governments, NGOs, or civil society)

### Teaching and Supervision.

1	<p>In the College, teach undergraduates through tutorials of six hours per week* averaged over three eight-week terms in Mathematics (P1 &amp; A1), Electrical and Information Engineering (P2), Electronic and Information Engineering (A2), and Engineering in Society (B2).</p> <p>Coordinate, set and mark College termly exams (Collections), monitoring student progress, and writing termly reports on students' work, and organising, where necessary, teaching by specialist colleagues in other colleges; participate in the undergraduate admissions process</p> <p><i>*The colleges operate a 'weighted hours' scheme, under which a one-to-one tutorial counts as one stint hour, a two-person tutorial as 1.25 hours; a three-person as 1.5 hours. Tutorials consist of an hour of academic discussion between tutor and students, and tutors are expected to mark written work as part of each tutorial.</i></p>
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2	Contribute to the ongoing development, improvement, and diversification of the undergraduate curriculum within the department; deliver lectures, undertake laboratory demonstrating; supervise 4th-year undergraduate and doctoral students, and participate in examining, marking and assessment as appropriate
3	To supervise postgraduate research students within the Department.
4	To take responsibility for the pastoral care of students studying Control Engineering within the Department and College (alongside the College Welfare Team) and to act as College Advisor to a small number of graduate students in the College

### **General duties**

1	Embed the principles of mutual respect, equality, diversity and inclusivity in all aspects of your work and in interactions with colleagues; undertake training as and when asked to do so
2	Ensure all lab, field and office work is undertaken safely and that your team has a proactive approach to safety and to mental and physical health
3	Serve as a Trustee of St Hugh's College (an educational charity), participate fully in the administrative work of the College, including attendance at Governing Body, service on college committees, and potentially taking on College offices.
4	To take part in University examining as and when requested to do so
5	To participate in the administration, governance, and outreach activities of the department as and when requested by the Head of Department

### **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.

**The successful candidate will demonstrate the following.**

<b>Qualifications and Research</b>	
Essential	A doctorate in the field of Control Engineering or its applications

Essential	An internationally recognised academic and research record within the field of Control Engineering or its applications, or on a trajectory to achieve this
Essential	A publication record that demonstrates impact within the field appropriate to your career stage, and accounting for career breaks or personal circumstances
Essential	The ability to develop an independent programme of research and attract and manage research funding
Essential	Significant research potential in Control Engineering or its applications; evidenced by a written coherent research plan of high standard, appropriate to the Department's research standing
Desirable	Excellent track record of obtaining research grants
Desirable	Experience of research collaborations at national and international level
<b>Teaching</b>	
Essential	Commitment to teaching and ability to educate and inspire high-achieving undergraduate students from all backgrounds and to help them reach their full potential
Essential	Experience of and ability to teach effectively, both at undergraduate and graduate levels, a wide range of topics within the field of control engineering, mathematics, and other topics in the context of our general Engineering Science course
Essential	The ability, or the potential, to provide excellent tutorial teaching in a range of undergraduate papers in the Engineering Science course
Essential	The ability to supervise postgraduate research students
Desirable	A creative approach to teaching
Desirable	Evidence of excellence in teaching
<b>Personal effectiveness</b>	
Essential	The ability to support and guide a research group of post-doctoral staff and research students, and help them to develop into successful independent researchers
Essential	Communication and interpersonal skills enabling the formation of good working relationships with colleagues, students, and collaborators
Essential	Ability and commitment to provide pastoral and academic support for students and researchers at all stages in their university career
Essential	Good citizenship and a willingness to undertake administrative duties (within reason) to support the smooth running of the Department and the College. A commitment to advocating for equality, diversity and inclusion in research, teaching and/or the broader community
Desirable	Achievement of impact of research beyond academia and a readiness to communicate to a wider public the central interest and importance of the field
Desirable	Experience of supervising research students
Desirable	Experience of or an interest in developing links with Industry and /or other non-academic partners.

## How to apply

To apply, visit [https://my.corehr.com/pls/uoxrecruit/erq\\_jobspec\\_details\\_form.jobspec?p\\_id=171438](https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=171438), 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 should contact all three of your referees before applying, to ensure they are aware of your application and of the requirements for the post, and to ensure that they would be content to write a reference for you for this post if they were asked to do so. The University will assume that it is free to approach your referees at any stage unless your application specifies otherwise. Therefore, if you would prefer a referee or referees to be approached only with your specific permission or if you would prefer them to be approached only if you are being called for interview on the final short list, then you must indicate this in your application.

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 <http://edu.admin.ox.ac.uk/disability-support> 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, see <http://www.accessguide.ox.ac.uk/>.

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.

Your application will be judged solely based on how you demonstrate that you meet the selection criteria stated in the job description. You will be asked to upload a full CV with publications list, a supporting statement, and a research proposal:

- Given the overall limit of 10 pages (see below), you may not be able to include your complete list of publications, in which case you should select the ones which are most relevant to your application. Whether or not you submit a complete list, you should highlight the five most important publications with an asterisk and explain in each case (in not more than three sentences per publication) why that paper is particularly significant.
- 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 employment, education, or during career breaks (such as time out to care for dependants).
- The research proposal should set out your plans and priorities for research over the next five years, should you be appointed to this post.

You should therefore upload, **within a single PDF document**, the following:

1. Your full CV including your teaching and research experience, career details to date, and awards received;
2. Your supporting statement as described above;
3. Your research proposal.

A teaching proposal is not required.

The name of the PDF attachment should be of the form DF24STH\_Surname\_Initials.pdf. **The total size of the attachment must not exceed 10 pages in a normal font and spacing.** Please do not attach additional material as your application will not be considered if it is overlength.

Should you experience any difficulties using the online application system, please email [recruitment.support@admin.ox.ac.uk](mailto: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 left-hand side of the page.

The deadline for applications is **Monday 3 June at midday**.

Should you have any queries about matters that are not addressed in this document, please contact the Department on [academic.recruitment@eng.ox.ac.uk](mailto:academic.recruitment@eng.ox.ac.uk). Please quote DF24STH/171438 in all correspondence.

All applications will be acknowledged after receipt and will be considered by the selection committee as soon as possible after the closing date. 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.

All shortlisted candidates will be interviewed, and it is anticipated that this will take place in person at the Department of Engineering Science (OX1 3PJ). They will be asked to give a presentation to the Committee as part of an interview process which is expected to take place in July. They will be asked to give a presentation to the Committee as part of an interview process which is expected to proceed as follows:

**MORNING:** Each candidate will present a 30-minute seminar on a suitable topic from their current research (25 minutes presentation plus 5 minutes of questions). The seminar will be held at the Department and will be attended by members of the Selection Committee, and other interested members of the Department (only some of whom will be experts in the specialist field of the appointment).

**AFTERNOON:** The formal interview by the Selection Committee will be held at the Department. This will last about 45 minutes, and will include discussion of research interests and directions, teaching interests and expertise and experience, including undergraduate projects and other aspects of the post. Candidates will be asked to undertake a short teaching exercise in the course of their interview.

During the time they are not giving their seminar or attending their interview, short-listed candidates will have an opportunity to visit the Department. The opportunity to take a tour at the College will also be provided. Neither of these visits constitutes any part of the selection process. Overnight accommodation will be arranged, if desired.

## **The Department of Engineering Science**

Engineering teaching and research takes place at Oxford in a unified Department of Engineering Science whose academic staff are committed to a common engineering foundation as well as to advanced work in their own specialties, which include most branches of the subject. We have especially strong links with computer science, materials science, medicine and the Saïd Business School. The Department employs 140 academic staff (this number includes 11 statutory professors appointed in the main branches of the discipline, 6 research chairs and 42 full professors); in addition, there are eighteen visiting professors. There is an experienced team of teaching support staff, professional services and administrative staff and technicians. The Department has well-equipped laboratories and workshops, which together with offices, lecture theatres, library and other facilities have a net floor area of about 25,000 square metres.

The Department is currently ranked 5<sup>th</sup> and 3<sup>rd</sup> in the world (Engineering & Technology) by *Times Higher Education* and *QS* respectively. For more information on the Department see [www.eng.ox.ac.uk](http://www.eng.ox.ac.uk).

### *Teaching*

We aim to admit 170-180 undergraduates per year, all of whom take 4-year courses leading to the MEng degree. The courses are accredited at MEng level by the major engineering Institutions. The syllabus has a common core extending through the first two years. Specialist options are introduced in the third year, and the fourth year includes further specialist material and a major project.

### *Research*

Research in the Department is particularly strong. We have approximately 600 research students and about 250 postdoctoral researchers. Direct funding of research grants and contracts, from a variety of sources, amounts to an annual turnover of approximately £70m.

The results of the seven-yearly UK-wide assessment of university research, REF2021, published on 12<sup>th</sup> May 2022, demonstrate that the University of Oxford made the highest volume of world-leading research submissions. The Department of Engineering Science had 71% of submissions which met the requirements for the highest grading of 4\*(research that is world-leading in terms of originality, significance, and rigour).

Research activities fall into 8 broad headings, though there is much overlapping in practice: Information Engineering (Robotics, Computer Vision and Machine Learning); Control; Thermofluids; Materials and Mechanics; Civil and Offshore; Electrical and Optoelectronic; Chemical and Process; and Biomedical.

### ***Control Engineering***

The Control group within the Department of Engineering Science at the University of Oxford was formed over 40 years ago. Currently, the group consists of nine members of academic staff, together with over 30 post-doctoral researchers and postgraduate students. One member of the group is a Fellow of the IEEE and academics regularly receive awards for their publications, teaching and supervision.

Current areas of activity within the control group span both theory and applications. At the theory end, members of the group work on large-scale, embedded, robust and distributed optimization, polynomial/sum of squares methods and optimal, robust, and model predictive control. The group also covers applications ranging from biology to battery/energy management systems, transportation, aerospace, manufacturing systems and agriculture. This research is being carried out in collaboration with other academics in the Department of Engineering Science, as well as with other departments within Oxford (including Computer Science, Maths, Materials, Biology, Geography, Biochemistry) and with other universities in the UK and abroad, as well as with industrial partners.

Current areas of Control group research can be organized into the following sub-areas:

- **Applied Control:** control engineering is foundational to technology development in the 21st century. The group collaborates with industry and academic partners on applications of control ranging from the Diamond Light Source Synchrotron to electric vehicle charging, robotics and biotechnology.
- **Optimization:** group members working in optimisation develop new algorithms and software tools to solve mathematical problems quickly and efficiently. These tools widely used in industry and science in applications ranging from aerospace to game theory.
- **Biotechnology:** this is a rapidly growing area of control inquiry. Members of the group working in biotechnology analyse and design synthetic biological control systems and develop new hardware platforms to enable new experimental studies.



- **Networks:** networked systems - such as the internet - are ubiquitous in the modern world. Members of the Control Group are developing theory and analysis tools for complex networks, which are applied to technologies such as Internet of Things, power networks, and smart infrastructure.
- **Instrumentation:** Members of the group develop instrumentation and control technologies that are used widely for industrial processes - such as jet engine safety monitoring (in partnership with Rolls Royce) and flow measurement for petrochemicals.

For more information, please visit: [www.eng.ox.ac.uk](http://www.eng.ox.ac.uk).

## The Mathematical, Physical and Life Sciences Division

The Mathematical, Physical, and Life Sciences (MPLS) Division is one of the four academic divisions of the University. Oxford is widely recognised as one of the world's leading science universities and the MPLS Division is home to our non-medical sciences, with 9 academic departments that span the full spectrum of the mathematical, computational, physical, engineering and life sciences, and undertake both fundamental research and cutting-edge applied work. Our research tackles major societal and technological challenges – whether developing new energy solutions or improved cancer treatments, understanding climate change processes, or helping to preserve biodiversity, and is increasingly focused on key interdisciplinary issues. We collaborate closely with colleagues in Oxford across the medical sciences, social sciences and humanities, and with other universities, research organisations and industrial partners across the globe in pursuit of innovative research geared to address critical and fundamental scientific questions.

The disciplines within the MPLS Division regularly appear at the highest levels in rankings, including the Times Higher Education and QS world rankings. Nationally, the quality of the Division's research outputs and environment, and the resulting impact, was recognised through strong performances in the UK Research Excellence Framework in both 2014 and 2021.

MPLS is proud to be the home of some of the most creative and innovative scientific thinkers and leaders. Our researchers have been awarded some of the most significant scientific honours and we have a strong tradition of attracting and nurturing the very best early career researchers who regularly secure prestigious fellowships and faculty positions. MPLS is at the forefront of promoting equality, diversity and inclusion within the Collegiate University. We provide support to our departments to enable them to diversify their staffing, providing benefits to all, offer an array of development opportunities, and we are pleased to note that all academic departments in the Division hold Athena Swan Awards.

We have around 7,000 full and part-time students (including approximately 3,500 graduate students) and play a major role in training the next generation of leading scientists. Oxford's international reputation for excellence in teaching is reflected in its position at the top of the major league tables and subject assessments. Through a mixture of lectures, practical work and the distinctive college tutorial system, students develop their ability to solve diverse mathematical, scientific and engineering problems.

MPLS is dedicated to bringing the wonder and potential of science to the attention of audiences far beyond the world of academia. We have a strong commitment to supporting public engagement in science through initiatives including the Oxford Sparks portal ([www.oxfordsparks.ox.ac.uk](http://www.oxfordsparks.ox.ac.uk)) and a large variety of outreach activities; these are crucial activities given so many societal and technological issues demand an understanding of the science that underpins them. We also bring the potential of our scientific efforts forward for practical and beneficial application to the real world and our desire, aided by the work of Oxford University Innovation and Oxford Sciences Innovation, is to link our best scientific minds with industry and public policy makers.

For more information about the MPLS division, please visit: [www.mpls.ox.ac.uk](http://www.mpls.ox.ac.uk)

## St Hugh's College

There are 39 self-governing and independent colleges at Oxford, giving both academic staff and students the benefits of belonging to a small, interdisciplinary community as well as to a large, internationally renowned institution. The collegiate system fosters a strong sense of community, bringing together leading academics and students across subjects, and from different cultures and countries.

St Hugh's has around 430 undergraduates and 560 graduate students. Its Governing Body consists of nearly 50 Fellow Trustees, including Tutorial Fellows and Professorial Fellows, and a further 20 Fellows (including Senior Research Fellows, Fellows by Resolution, Postdoctoral Fellows, and Visiting Fellows) attend meetings. Teaching is supported by 60 or so Stipendiary and Non-Stipendiary Lecturers, and there is a non-academic staff of nearly 100. 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 progressive, welcoming, and exceptionally friendly and supportive to students and staff. The College houses the China Centre, which is part of the Bodleian Library and where staff and students can order the holdings of the Bodleian for consultation on the St Hugh's site.

The College was founded in 1886 to open up the opportunities of an Oxford education to poorer women. It was founded by Elizabeth Wordsworth, great niece of the poet, and the College adopted the name and arms of St Hugh of Avalon who was Bishop of Lincoln, as was Elizabeth's father. St Hugh's 'went mixed' in its hundredth anniversary year, 1986. The College remains committed to academic excellence, the delivery of a world-class education, diversity, and inclusivity in all aspects of our activity, excellent employment practice, sustainability, and environmental responsibility.

The College's Principal since 2012 has been Lady Elish Angiolini LT DBE PC KC. She was formerly Lord Advocate of Scotland, having previously been Solicitor General – the first woman, the first procurator fiscal, and the first solicitor to hold either post.

More information about St Hugh's can be found at [www.st-hughs.ox.ac.uk](http://www.st-hughs.ox.ac.uk)

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## 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 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](http://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](http://www.ox.ac.uk/about/organisation)

## **University Benefits, Terms and Conditions**

Details of University policy in the following areas can be found at the links provided.

### ***Salary***

[Academic staff pay | HR Support \(ox.ac.uk\)](#)

### ***Pension***

<https://finance.web.ox.ac.uk/uss>

### ***Sabbatical leave***

[Council Regulations 4 of 2004 | Governance and Planning \(ox.ac.uk\)](#)

### ***Outside commitments***

<https://hr.admin.ox.ac.uk/holding-outside-appointments>.

### ***Intellectual Property***

<https://governance.admin.ox.ac.uk/legislation/council-regulations-7-of-2002>

### ***Managing conflicts of interest***

<https://researchsupport.admin.ox.ac.uk/governance/integrity>

### ***Membership of Congregation***

<https://www.ox.ac.uk/about/organisation/governance>  
<https://governance.admin.ox.ac.uk/legislation/statute-iv-congregation> for further details.

### ***Family support***

<https://hr.admin.ox.ac.uk/family-leave-for-academic-staff>. <https://childcare.admin.ox.ac.uk/home>.

<https://hr.admin.ox.ac.uk/my-family-care>.

<https://www.newcomers.ox.ac.uk/>.

### ***Welcome for International Staff***

[welcome.ox.ac.uk](http://welcome.ox.ac.uk).

[Home | Staff Immigration \(ox.ac.uk\)](#)

### ***Relocation***

<https://finance.admin.ox.ac.uk/relocation-scheme-arrangements#collapse1094916>

### ***Promoting diversity***

<https://edu.admin.ox.ac.uk/home>

### ***Other benefits and discounts for University employees***

<https://hr.admin.ox.ac.uk/discounts>

### ***Pre-employment screening***

<https://jobs.ox.ac.uk/pre-employment-checks>.

### ***Length of appointment***

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

### ***Retirement***

<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>.

## **College Benefits, Terms and Conditions**

Tutorial Fellows of St Hugh's receive a housing allowance (currently £10,492 p/a) in addition to the combined University and College salary within the range indicated above. The housing allowance is paid monthly with the salary, not as a lump sum, and is taxable and pensionable.

Also available from St Hugh's are a research expenses allowance (currently £1,864 p/a) and a computer equipment allowance (currently £1,092 over a 4-year period). A modest annual entertainment allowance is available so that Fellows can help create and sustain a friendly subject-community amongst undergraduates and graduate students by hosting social events.

The Fellow appointed will have access to the College's shared equity scheme if and when funds permit (this incurs some tax liability and should be discussed with St Hugh's via the Senior Tutor if the successful applicant is interested in exploring it).

The successful candidate will have membership of the Senior Common Room (for which there is a modest annual charge). They may take breakfast, lunch, and dinner at no charge whenever the College kitchen is open.

Sabbatical leave may be taken after 6 terms of service (the entitlement is therefore 1 term in every 7). It may be taken as soon as entitlement accrues, or it may be 'saved' so that a whole year's leave is taken after 6 years of service. The Colleges will try to accommodate synchronization with the Faculty's leave provision.

## **Probationary period**

The appointment is subject to an initial probationary period of up to five years. Satisfactory completion of this period, through demonstration of competence in teaching and research, and reasonable participation in College administration, will result in appointment to retiring age under the College statutes, subject to legislation in place at the time. If the Fellow should vacate the Associate Professorship, or other University office on which the holding of this Fellowship is dependent, the Fellowship must thereupon be vacated.

## Offer of employment

Applications for this post will be considered by a selection committee containing representatives from both the Engineering Science and St Hugh'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 Mathematical, Physical and Life Sciences Divisional Board and 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 both the divisional board and the governing body, and a formal contractual offer has been made.

## Benefits of working at the University

[Employee benefits | HR Support \(ox.ac.uk\)](#)

[Staff benefits | HR Support \(ox.ac.uk\)](#)

## PAY SCALE FOR ASSOCIATE PROFESSORS WITH TUTORIAL FELLOWSHIPS (APTF-U)

(with effect from 1 August 2023)

Grade (30S)				
Scale point	National Pay spine	University Salary	College Salary	Total Salary
11	52	£59,479	£11,439	£70,918
10	51	£57,750	£11,107	£68,857
9	50	£56,073	£10,784	£66,857
8	49	£54,443	£10,471	£64,914
7	48	£52,862	£10,167	£63,029
6	47	£51,327	£9,871	£61,198
5	46	£49,836	£9,585	£59,421
4	45	£48,390	£9,306	£57,696
3	44	£46,985	£9,036	£56,021
2	43	£45,621	£8,774	£54,395
1	42	£44,296	£8,519	£52,815