



## **ST HUGH'S COLLEGE, OXFORD**

### **Fixed-Term Fellowship in Macroeconomics Job Description and Selection Criteria**

<b>Location</b>	<b>St Hugh's College, University of Oxford</b>
<b>Salary</b>	<b>£35,632–£41,997 per annum depending on experience, including Oxford University Weighting</b>
<b>Benefits</b>	<b>Research allowance of £1,911 per annum; all meals while working free of charge when the College kitchens are open; membership of USS</b>
<b>Hours</b>	<b>Full-time (37.5 working hours per week)</b>
<b>Contract type</b>	<b>Fixed-term for 4 years</b>
<b>Reporting to</b>	<b>The Governing Body of St Hugh's College</b>

### **The Role**

The College proposes to elect a fixed-term (non-renewable) Fellow in Macroeconomics for four years with effect from 1 September 2025. The successful candidate will be elected to a Fellowship by Resolution at St Hugh's, will be invited to attend meetings of the College's Governing Body, and will be affiliated to the Economics Department in the University of Oxford.

St Hugh's is committed to fostering equality, diversity and inclusiveness at every level. We particularly encourage applications from women, disabled people and people from Black, Asian and minority ethnic backgrounds, as these groups are currently under-represented in the College's academic staff.

The Fellowship is open to graduates of any university of postdoctoral or equivalent standing, who are engaged in research. The successful candidate will have a broad competence in Economics with a particular focus on macroeconomics or a related field. Related fields could include (but are not limited to) international economics and trade or time series econometrics but the candidate must have a strong macroeconomic foundation. Candidates should hold or be very close to completing a doctorate in Economics or a relevant related field.

## **Responsibilities**

The Fellow will be required

- to teach a 'stint' of up to eight weighted hours per week for the College (or, should the hours required by St Hugh's be less than this at some points, for other colleges, either under an exchange arrangement with another college or with tuition charged to stint and covered by the other colleges)
- to share in the running and organisation of Economics within St Hugh's (and to take the lead when the Tutorial Fellow is on sabbatical or has other teaching remission)
- to set and mark College examinations (known as 'collections')
- to play a full part in the annual admissions process for the selection of new undergraduates in December each year
- to contribute to College Open Days and outreach activities including events and tasks related to essay prizes etc.
- to assist in the pastoral care and welfare support of undergraduates reading for degrees with Economics, including acting as Personal Tutor to a number of undergraduates
- to act as Graduate Advisor to a small number of postgraduate students studying Economics or related subjects at St Hugh's
- to contribute to the development of Economics within the College, including via in-College research events and activities as appropriate
- to undertake such other duties as the Governing Body may direct, including membership of appropriate College committees.

The successful candidate will ideally be able to teach the following (although there will be some flexibility around this):

- Prelims in Macroeconomics
- Core Macroeconomics

An ability to teach some of the following is also desirable:

- Prelims in Microeconomics
- Core Microeconomics
- Prelims probability and statistics
- Quantitative Economics
- Any of the following options papers: Behavioural and experimental economics; History of the world economy; Econometrics; Economics of developing countries; Economics of industry; Environmental economics and climate change; Finance; Game theory; International economics; Labour economics and inequality; Microeconomic analysis; Money and banking; Public economics; Thesis.

Applicants should list in their covering letter which courses they are able to teach.

In addition the Fellow will be able to pursue their own programme of advanced research in Economics. They may be eligible for inclusion in the 2029 Research Excellence Framework as a College-only employee, depending on REF and University criteria in force at the time of the

submission. Since this is not a joint appointment with the University, there are no formal publication requirements for this post.

Details of the Oxford undergraduate course in Philosophy, Politics and Economics (PPE) may be found at <https://www.economics.ox.ac.uk/b.a.-hons.-in-philosophy-politics-economics>.

## **Terms and Benefits of the Appointment**

The basic stipend of the Fellow will be according to the Senior Tutors' Committee Register for posts of this type (Fixed-Term Fellows): between £35,632 and £41,997 per annum, depending on experience. This includes the recently introduced Oxford University Weighting (a payment of £1,500 per annum in addition to the basic scale at National Spine Point 26).

A non-residential teaching room will be made available in St Hugh's, which may have to be shared.

The Fellow will have an annual personal research allowance at the higher rate (currently £1,911 per annum). They will be entitled to membership of the Senior Common Room (for which there is a small annual charge) and to free meals at the common table while working and when the College kitchens are open. All Fellows are entitled to apply to the College's Fellows' Discretionary Research Fund.

The Fellow is entitled to one term of sabbatical leave, which should be taken (by arrangement with the Academic Committee) in the third year of the post.

Contributory membership of USS (the Universities Superannuation Scheme) is also offered.

Appointments will be subject to the provision of proof of the right to work in the UK. To comply with UK employment legislation successful candidates will be required to provide documentary evidence of their eligibility for employment before starting work with the College. Further information is available at <https://www.gov.uk/browse/visas-immigration>.

## **Selection Criteria**

Candidates will be assessed on the basis of the criteria set out below. They should ensure that their application documentation addresses these directly.

### ***Essential***

The appointee must have/be able to demonstrate:

- a doctorate in Economics or a relevant related field (or they should be very close to completing such a doctorate)
- evidence of research interests and activity to underpin teaching, including (as appropriate to career stage) publications in prominent journals, working papers, a research agenda, and a clear plan of research to be conducted whilst holding the Fellowship

- evidence of experience (as appropriate to career stage) of teaching undergraduates, including in small groups
- evidence of strong organisational skills and the ability to manage, proactively and reactively, diverse and shifting priorities
- good communication skills, as well as the sensitivity needed to deal effectively with pastoral and support responsibilities
- evidence of the ability to work cooperatively with other academic and administrative staff in the delivery of student support
- strong written and oral communication skills including fluent English and English for academic purposes (written and spoken, although not necessarily as a native speaker)
- an awareness of and interest in equality, diversity, and inclusion and their importance in teaching, research, and admissions.

#### *Desirable*

- experience of working with students from groups currently under-represented in higher education and an understanding of how the College can recruit more such students.

### **Promoting Diversity**

The College is 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.

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.

### **Application Process**

Applicants should submit the following by email to the Deputy Academic Registrar ([college.office@st-hughs.ox.ac.uk](mailto:college.office@st-hughs.ox.ac.uk)) as a single PDF:

- An application cover sheet (available from the College website: <https://www.st-hughs.ox.ac.uk/vacancies/>) – this also asks for the names of **TWO academic referees whom you should ask to submit references to the same email address by the closing date.**
- An up-to-date *curriculum vitae*.

- A covering letter (maximum of two A4 pages) showing how the selection criteria are fulfilled and outlining the applicant's experience and their understanding of the needs of this post.

Informal enquiries about eligibility, specific details of application materials, or other aspects of the post not covered in the present document may be made to Professor Clifford ([sarah.clifford@st-hughs.ox.ac.uk](mailto:sarah.clifford@st-hughs.ox.ac.uk)) or to the Senior Tutor, Robert Vilain ([senior.tutor@st-hughs.ox.ac.uk](mailto:senior.tutor@st-hughs.ox.ac.uk)). These will not influence the selection and appointment procedure in any way.

Applications will be considered by a selection committee containing representatives from St Hugh's College and the Department of Economics. The selection committee is responsible for conducting all aspects of the recruitment and selection process, but no firm offer of employment will be made until approved by the College's Governing Body.

The closing date for receipt of applications **and** references is **9 a.m. on Wednesday 16 April 2025**. We hope to interview (either in person, in St Hugh's, or via Microsoft Teams) **on Friday 2 May 2025**. Short-listed candidates will be asked to submit a sample of their research (up to a maximum of 8000 words) prior to the interview. Further details will be provided for short-listed candidates.

Candidates are encouraged to complete a Recruitment Monitoring Form, available from <https://www.st-hughs.ox.ac.uk/vacancies/>, which will assist the College with monitoring equal opportunities in recruitment. The information given is not used in recruitment decisions and is strictly confidential: is it used for statistical purposes and to ensure that policies are being applied fairly. This form should be emailed **separately** from your application to [college.office@st-hughs.ox.ac.uk](mailto:college.office@st-hughs.ox.ac.uk).

## St Hugh's College

The appointee will work closely with the Tutorial Fellow in Economics, Professor Sarah Clifford, who is a specialist in public economics and applied microeconomics, and will also have the support of Professor Michael McMahon, Professor of Economics at the University of Oxford and Senior Research Fellow at St Hugh's, and Dr Jeremy Large, Senior Research Fellow at INET Oxford and Fellow by Resolution at St Hugh's.

St Hugh's usually admits around 12 undergraduates each year for the programmes that include Economics: Economics and Management; Politics, Philosophy and Economics (PPE); History and Economics (there is no single-honours degree in Economics). There is a lively graduate community in Economics in the College.

In total St Hugh's has around 430 undergraduates and 560 graduate students. Its Governing Body consists of over 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. The College has recently announced the appointment of [Michele Acton](#), currently Chief Executive of the Royal Society of Medicine, as our next Principal. She will take up the position in September 2025.

For more information about the College, please see: [www.st-hughs.ox.ac.uk](http://www.st-hughs.ox.ac.uk).

## **The Department of Economics**

Oxford Economics is one of the largest and most diverse groups of academic economists in Europe with a permanent faculty of over 50 including 11 statutory (established) professors, and there are additionally around 20 postdocs and early career researchers on fixed-term appointments of 3 or 4 years. Its members include some of the world's most distinguished academic economists.

The Department aims to produce first-class research across the range of the discipline, organised within nine Research Groups, covering all the major sub-fields as well as more specialist areas such as Economic History and Behavioural Economics. The Research Groups promote and support high-quality research and interaction and provide an active and supportive research environment for faculty and research students in their field, including regular seminars/workshops. The Department is also home to several specialised economics research centres, including the world-renowned Centre for the Study of African Economies.

Economists in Oxford are not confined to the Department of Economics but are also present in other places including the Said Business School, the Blavatnik School of Government and the Oxford Internet Institute and candidates may well also find researchers with related interests outside these 4 Departments. In the most recent Research Assessment Exercise (REF 2021) Oxford submitted the largest number of researchers of all UK institutions to the Economics and Econometrics Unit of Assessment. Over half of submitted outputs, impact case studies, and environment statements received the highest grade of 4\*.

Members of the Department provide economics teaching for three undergraduate programmes (including Oxford's flagship Philosophy, Politics and Economics degree) and five graduate programmes including the MPhil and DPhil in Economics, with a total of around 1000 undergraduates and 330 graduate students.

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

## **The Social Sciences Division**

The University's academic departments and faculties are organised into four large groups known as Academic Divisions (Social Sciences, Mathematical, Physical and Life Sciences (MPLS), Medical Sciences, and Humanities). The divisions are responsible for academic strategy and operational planning, oversight of the teaching and research of their constituent departments and faculties, and for personnel and resource management. The social sciences at Nuffield Postdoctoral Research Fellowships 4 Oxford are distinctive for both their depth and breadth, with over 1,100 academic and research staff working across fifteen departments, faculties and schools.

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

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

Our academic and research staff and students are international thought leaders, generating new evidence, insights and policy tools with which to address some of the major global challenges facing humanity, such as sustainable resource management, poverty and forced migration, effective governance and justice. Particular research highlights in recent years have included COVID-19 and Climate Change. As well as active interdisciplinary links with researchers in other divisions at Oxford, we engage and collaborate extensively with other universities and a wide range of governmental and non-governmental practitioner communities such as law, business, public health and welfare, international development and education around the world. The Division has an extensive portfolio of external funders, partners and supporters, with competitively awarded external research income exceeding £50 million per year and philanthropic income over £25 million a year.

As part of our commitment to equality of opportunity, eleven of our departments have achieved Bronze awards under the Athena Swan Charter (a UK accreditation scheme



recognising organisations' commitment to equality and diversity, particularly in gender). Our School of Geography and the Environment holds an Athena Swan Silver award. In February 2023, for the first time, the University as a whole was awarded an institutional Athena Swan Silver award, acknowledging the progress that has been made in addressing a number of gender gaps across the University over the last five years.

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

## **About the University of Oxford**

Oxford's departments and colleges aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial, and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy, and economic impacts.

Oxford's self-governing community of international scholars includes Professors, Associate Professors, other college tutors, senior and junior research fellows, and over 2,500 other University research staff. Research at Oxford combines disciplinary depth with an increasing focus on interdisciplinary 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 is ranked first in the UK for university spin-outs, with more than 130 spin-off companies created to date. 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 which now numbers over 10,000. Postgraduates 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).