



Post	Career Development Fellowship in Economics
Department/Faculty	Department of Economics
Division	Social Sciences
College	Somerville
Salary	Grade 7 of the Oxford salary scale between £31, 076-£36,001

Job Description and Person Specification

About the post

1. Somerville College and the Department of Economics propose to appoint a Career Development Fellow (CDF) in Economics. This is a fixed-term 4 year career development post available for the period 1st October 2017 to 30th September 2021.
2. The post is intended to provide a carefully structured period of preparation for those embarking on an academic career, and to promote equality of opportunity by helping to create a more diverse pool of potential candidates for future academic posts at Oxford or elsewhere.
3. One term in the final year of the appointment will be designated as paid research leave.
4. This appointment is jointly funded by the College and the Department of Economics. Accordingly, each post-holder will be expected to undertake duties on behalf of both the College and the Department.
5. Economics Teaching at Somerville College is led by Professor Guido Ascari, Fellow and Tutor in Economics. The successful applicant will also work closely with him and with tutors in Politics and in Philosophy.

Duties of the post

One of the key aims of this post is to provide supported experience in a wide range of academic duties. The duties of the Fellowship will involve a substantial element of teaching and research as well as some administrative duties.

1. College teaching

The CDF will be responsible, in collaboration with Professor Ascari, for teaching Economics to undergraduates reading for the BA in Philosophy, Politics & Economics (PPE). Somerville admits up to 10 students a year in PPE and usually one student each year for the BA History and Economics programme. The appointee will be required to undertake six weighted hours of Economics teaching per week in tutorials and classes, averaged over three eight-week terms (weighting implies a reduction of contact hours for teaching in larger groups, so actual hours may be slightly lower than six). The CDF should have the ability to teach first year economics and the second year core paper in Microeconomics. The ability to offer one or more of the final-year option papers is an advantage.

Most College teaching will take the form of **tutorials**, weekly meetings between a tutor and a small group of two or three students who meet to discuss essays or problem sheets completed beforehand. *Tutorial teaching is not the same as lecturing*: tutorials are interactions between students and tutors, characterised by creative dialogue whose aim is to consolidate and further extend the student's understanding of a topic and its possibilities.

A list of Economics papers is available at

<http://www.economics.ox.ac.uk/index.php/undergraduate/undergraduate-matrix>

2. College administration

The CDF will be required to assess and interview in the annual admissions exercise for the selection of new undergraduates, submit student reports at the end of each term, attend report meetings with students, set and mark Collections at the start of term (internal College examinations), and help co-ordinate PPE and History and Economics, in the College with other tutors. They will share responsibility for undergraduate students in PPE and History and Economics and will act as college adviser for graduate students in relevant subjects. They will participate in the assessment of graduate applications in Economics, in the College's Open Days for prospective students, and other outreach events as requested. Opportunities may arise for the CDF to take part in the wider administration of the College, for instance by serving on one of its committees.

3. Departmental teaching

Effective from the second year of appointment the CDF will provide up to an average of 40 units of graduate or undergraduate teaching/supervision per annum (equivalent to 14 hours of lectures or 20 hours of classes) within the areas covered by the Department of Economics, as requested by the Head of Department.

4. Departmental Administration

The CDF will mark examination scripts, but will not be expected to undertake other departmental administrative duties.

5. Research

The CDF should engage in advanced study or research, leading to publication in international journals. As indicated earlier, one term of the final year of the appointment will be designated as paid research leave.

Selection criteria

1. Candidates must normally have received the degree of PhD or equivalent by 31 December 2017, and should not normally have completed a PhD or equivalent earlier than 1 October 2012 (with the exception of career breaks, e.g. for maternity / paternity leave).
2. A high level of academic achievement, appropriate to the stage of the candidate's career, with evidence of the ability to produce distinguished research in Economics.
3. The ability, or the potential, to provide excellent tutorial and small group teaching in a range of undergraduate topics. Experience of teaching would be an advantage.
4. An understanding of the learning needs of high achieving undergraduate students and a commitment to supporting and inspiring academic excellence in all students.
5. The organisational skills and motivation to undertake College administration, including setting and marking of examinations.
6. Excellent communication and presentation skills and the sensitivity to deal with pastoral duties.
7. An informed interest in the full range of academic duties of the post and in progressing to an academic post, whether at Oxford or elsewhere.
8. Evidence of commitment to your own professional development.

Professional and career development

1. The post will provide a carefully structured and mentored work and training opportunity for an exceptional candidate embarking on an academic career in Economics, and is intended to promote equality of opportunity by helping to create a more diverse pool of potential candidates for future academic posts at Oxford or elsewhere.
2. A mentor for the CDF will be appointed from amongst the senior, permanent academic staff of the Economics Department. The mentor will provide advice

and guidance to the post-holder on the direction and focus of her or his research, on lecturing skills, on tutorial teaching, and on relevant Department and College practices. The mentor will also be in a position to provide advice to the Fellow at the stage when she or he is applying for permanent academic posts.

3. The CDF will be offered a carefully tailored package of professional development. Soon after taking up the appointment, the successful candidate will have the opportunity to meet with a professional development adviser from the University's Oxford Learning Institute, which has a well-developed programme of courses for academic and research staff. The CDF will also have to undertake the University's Developing Academic Practice programme (see www.learning.ox.ac.uk).
4. The CDF will also have access to career development advice from the University Careers Service, including one-to-one sessions with a Careers Adviser specializing in the career needs of academic and research staff, career planning and interview skills workshops, and access to information resources.

Pay and benefits

1. The CDF will be appointed on Grade 7 of the Oxford salary scale, from point 1 to point 6 (currently £31, 076 to £36,001 per annum), and will have the option of becoming or remaining a member of the Universities Superannuation Scheme (USS).
2. College Benefits: Somerville may be able to offer single accommodation in College if available. A shared teaching room in College and a workspace in the Department will be provided.
3. The CDF will be a full Member of the Senior Common Room and will be entitled to full dining rights at the College whenever the kitchens are open.
4. The CDF will be entitled to claim research expenses up to £1000 p. a. from the college (reimbursed on the basis of receipts submitted to the Treasurer). In the department, the CDF will be eligible to apply to the George Webb Medley and OEP funds for research expenses.
5. The CDF will be eligible for membership of the College's contributory private Health Care scheme.
6. The CDF will have priority for places, subject to availability, in the College Nursery. They would also be eligible for a discount on the cost of any places they took up.
7. The College and the University follow the same guidelines for maternity,

Paternity and parental leave:

www.admin.ox.ac.uk/personnel/staffinfo/academic/familyleaveforacademics/taffandrelatedmatter

8. In addition to the College Nursery, the University has four subsidised nurseries and also subsidises places at some local nurseries, although at present there is a waiting list.

Terms and conditions

1. This is a fixed-term, non-renewable post for the period 1st October 2017 to 30 September 2021, with an initial probationary period.
2. The successful candidate will be elected to a Fellowship at Somerville College for an initial period of three terms. Following successful completion of probation, on the basis of a written report submitted in the third term, the CDF will be confirmed in their Fellowship until 30 September 2021.
3. The appointment will be subject to satisfactory review of a completed pre-employment health assessment form by the University's Occupational Health Service.
4. Appointment will also be subject to provision of proof of the right to work in the UK. Applicants who would need work visas if appointed to the post are asked to note that under the UK's points-based migration system they will need to demonstrate that they have sufficient points, and in particular that:
 - (a) they have sufficient English language skills (evidenced by having passed a test in basic English, or coming from a majority English-speaking country, or having taken a degree taught in English); and
 - (b) they have sufficient funds to maintain themselves and any dependents until they receive their first salary payment.

Further information is available from the Home Office website at

www.ukba.homeoffice.gov.uk/workingintheuk/tier2/generalarrangements/eligibility/.

About the University of Oxford

Welcome to the University of Oxford. We 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.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their

best work. Recognising that diversity is our strength, vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual's unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities. Income from external research contracts in 2014/15 exceeded £522.9m and we rank first in the UK for university spin-outs, with more than 130 companies created to date. We are also recognised as leaders in support for social enterprise.

Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

For more information please visit www.ox.ac.uk/about/organisation

Department of Economics

The University of Oxford's Department of Economics is one of the largest and most diverse groups of academic economists in Europe with a permanent faculty of nearly 50 including 11 statutory (established) professors, and more than 30 early career researchers on fixed-term appointments of 3 or 4 years. Economics at Oxford is broad-based aiming to produce first-class research across the range of the discipline, rather than specialising in particular sub-fields. The research of the department covers all the major sub-fields with particular strengths in microeconomic theory, including behavioural economics; econometrics, both micro-econometrics and time series; economic history; development and international economics. Our members include some of the world's most distinguished academic economists whose research has made major contributions to modern economic analysis. The current faculty includes 15 Fellows of the Econometric Society, 14 Fellows of the British Academy, four Foreign Honorary Members of the American Academy of Arts and Sciences and seven Fellows of the European Economics Association. In the most recent assessment of the research output of UK universities, Oxford had more research in economics and econometrics graded as world-leading in terms of its originality, rigour and significance than did any other institution in the United Kingdom.

In our large Department, research activity is focused within smaller, specialized, research groups. Research groups share the objectives of promoting and supporting high-quality research, and of providing an active and supportive research environment for faculty and research students in their field. Each group has one or more senior members of the Department as convenor with responsibility for coordinating activities, including regular seminars/workshops. Research groups share the objectives of promoting and supporting high-quality research, and of providing an active and supportive research environment for faculty and research students in their field. Emphasis is placed on providing a supportive environment in which less experienced researchers, research students and postdoctoral research fellows are

able to present their research and obtain valuable feedback. Each group holds regular workshops where research by faculty and graduate students is presented and discussed; many distinguished researchers from outside Oxford also visit us to present their work at seminars.

Alongside the research groups, the Department is home to a number of specialized economics research centres, including the world's leading research Centre for the Study of African Economies (CSAE), the Oxford Centre for the Analysis of Resource-Rich Economies (OxCarre) and the International Growth Centre (IGC). The Oxford-Man Institute and the Institute for New Economic Thinking at the Oxford Martin School are interdisciplinary initiatives across the University, and include researchers from the Departments of Economics.

Members of the Department are involved in teaching for the Economics graduate and undergraduate degree courses. There are about 200 graduates and 850 undergraduates studying economics. There is no undergraduate degree in economics alone, but joint honours programmes with economics are: Philosophy, Politics and Economics (PPE); History and Economics; and Economics and Management. The postgraduate degrees are the MPhil in Economics; the MSc degree in Financial Economics (joint with the Saïd Business School); the MSc in Economics for Development; and, the DPhil which is a degree by dissertation.

For more information please visit: www.economics.ox.ac.uk

Somerville College

There are 38 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.

Somerville College was founded in 1879 as a non-sectarian college as one of the first Oxford colleges to admit women tutors and students; it has been a mixed college since 1994. Somerville takes great pride in its pioneering history, its academic excellence and its intellectual and social openness.

There are approximately 180 graduate students currently reading for masters and doctoral degrees and 400 undergraduates following three and four-year courses across a wide variety of disciplines. The undergraduate body includes a higher than average proportion of state-school students.

The College is governed by its Principal and a Governing Body consisting of professorial, tutorial and administrative fellows. Tutors are assisted by college lecturers, and the research community is also supported by a similar number of

postdoctoral research fellows. There are approximately 100 members involved in the College's academic community and the College also employs approximately 100 support staff. Further information about the College may be found at www.some.ox.ac.uk.

Somerville currently admits ten undergraduates each year for PPE and one or two Undergraduates for History and Economics. The organisation of each degree is shared between the Fellows in the relevant subjects. There are three fellowships in History; two Fellowships in Philosophy and one Fellowship in each of Economics, Politics, and International Relations (the International Relations role is currently being fulfilled by a Departmental Lecturer while the Fellow is on extended leave).

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 academic divisions are responsible for academic oversight of the teaching and research of their constituent departments and faculties, for strategic and operational planning, and for personnel and resource management. The Head of the Social Sciences Division is Professor Roger Goodman, who is a member of the University's Council. The Social Sciences Division is a world-leading centre of research and education in the social sciences. The social sciences at Oxford are distinctive for both their depth and breadth, with activity spanning fourteen departments and faculties and one cross-divisional unit. (These are as follows: Law, the Saïd Business School, Economics, Politics and International Relations, the Blavatnik School of Government, the School of Anthropology and Museum Ethnography, International Development, Sociology, Social Policy and Intervention, the Oxford Internet Institute, Archaeology, the School of Interdisciplinary Area Studies, Education, the School of Geography and the Environment and the Oxford Martin School). Interdisciplinary links within and beyond the university are strong, extending to the humanities, natural sciences, and medical sciences.

Academic and research staff and research students are engaged in world-leading research that challenges current ideas and theories and is tackling some of the major challenges facing humanity, such as sustainable resource management, migration, governance, poverty and development, and justice. REF 2014 confirmed Oxford as the UK powerhouse for research in the social sciences, where Oxford accounted for more world-leading (4*) research than any other institution, across the social sciences units of assessment to which it made submissions. The division has an extensive portfolio of external funders and collaborators, with competitively-awarded external research income exceeding £40million per year. Researchers in the division engage actively beyond academia and their research has influence in many spheres from innovation in public policymaking to practitioner communities such as law, business, education, social welfare and NGOs.

The division also delivers an exceptional range of high quality educational programmes (undergraduate, postgraduate taught and postgraduate research), all of which are underpinned by the innovative research being undertaken by our academics. Programmes range from those at the interface of the natural sciences, through to 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); the BCL; the MPhils in International Relations, in Economics, and in Development Studies; the MBA and EMBA; and the nationally regarded PGCE.

For more information please visit: <http://www.socsci.ox.ac.uk/>

How to apply

Please apply using the EconJobMarket link in the advert (Not through the University of Oxford application system)

You will also be asked to upload a;

1. **CV**
2. **A supporting statement** *Candidates are asked to describe their specific interest in postdoctoral positions at Oxford.*
3. **Job-market paper**
4. **Letters of recommendation from three referees**

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

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 **midday** on the closing date stated in the online advertisement. Please note that you will be notified of the progress of your application by automatic emails from our e-recruitment system. Applications will be considered by a selection committee containing representatives from the Department of Economics and associated College/s associated with this post. The selection committee is responsible for conducting all aspects of the recruitment and selection process.

Interviews

Candidates called for interview will be interviewed by a selection committee containing representatives from the Department of Economics and associated College/s associated with this post.

Additionally, a programme of informal meetings with members of the department will be arranged.

Offers will be made soon after the interview date, and acceptances will be required shortly thereafter.