Stipendiary Junior Research Fellowship (JRF) in Mathematics
Somerville College and the Mathematical Institute, Oxford

www.some.ox.ac.uk/jobs

Somerville College and the Mathematical Institute invite applications for a stipendiary Junior Research Fellowship in Mathematics, tenable for a fixed-term of three years from 1 October 2019. The Fellowship is open to those researching in Mathematics, and is intended for candidates who are at an early stage in their academic career. Applicants will be talented researchers within three years of receipt of their doctorate, who have already produced excellent research during their doctorate and in any postdoctoral positions. They will be free to conduct their own research programme. This is a full-time position that cannot be held concurrently with any other substantive post without explicit permission of the College and Head of Department.

The objectives in making this appointment are to develop and strengthen the research profile of the College and Institute, and more generally to contribute to the goal of maintaining the University of Oxford as a leading centre for research in Mathematics.

The area of specialization for this post is Mathematics, and specifically Pure Mathematics

Benefits
- The annual stipend will be from £32,236 (grade 7.1 on the University pay scale, point 29 of the National pay spine). The stipend will be subject to annual review.

- Somerville College offers a research allowance of £1000 per year for this post.

- The postholder will also be eligible to join the University's Superannuation Scheme and be eligible for a subsidised place in an on-site Nursery run by the College, subject to availability.

- Full Common table rights i.e. free lunch and dinner whenever the College kitchens are open.

- Full membership of the Senior Common Room.

- Accommodation in College may be available at an appropriate market rate.

Location: Somerville College, Woodstock Road, Oxford OX2 6HD

Main duties and responsibilities

The successful applicant will be expected to:
- Undertake original research of the highest academic standard;

- Disseminate their results via conference presentations and journal publications;

- Manage their own academic and administrative activities;

- Assist in the supervision of student projects and the development of student research skills;

- Act as College Advisor to a small number of Mathematics postgraduates at the College;

- Participate in and contribute to the life of the College and Department.

- Assess and interview, alongside the College's other Mathematics Fellows, candidates for study in Mathematics as part of the annual undergraduate admissions exercise (the interviews for which take place in early/mid-December each year.)

- To assist in their academic career development, the JRF will be required to contribute up to four hours of contact teaching per week for the 24 weeks of each academic year (ie 96 contact hours per annum), averaged over the period of the Fellowship to allow for extended visits elsewhere.

  This will consist of four contact hours per week for the College. The Fellow will be expected to undertake the administration associated with that teaching, noting that overall responsibility for coordinating teaching in the College lies with the Tutorial Fellows in Mathematics.

Selection criteria

The successful applicant will meet the following criteria:

- Hold, or be close to completion of, a PhD/ DPhil in Mathematics. Because this post is intended to provide opportunities for candidates who are at an early stage of their academic career, candidates who have already have been awarded their doctorate must have done so as a result of a successful defence / viva voce examination conducted no earlier than three years before the closing date for applications;

- Independence and ability to undertake research of the highest academic standard;

- An outstanding record (for the stage of their career) of papers published in major international journals;

- A realisable research plan, relevant to the activities of appropriate research group(s) that would enhance the Mathematical Institute's overall research profile;

- Participation in conferences, seminars or research workshops;

- Ability to teach students in small groups;

- The ability to communicate effectively both orally and in writing.

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

There are approximately 200 graduate students currently reading for masters and doctoral degrees and approximately 400 undergraduates following three and four-year courses across a wide variety of disciplines.

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 includes a number of postdoctoral research fellows. There are approximately 100 members involved in the College's academic community. The College employs approximately 125 support staff whose role is to work together to support the provision of an inclusive, stimulating and safe environment in which the academic and research activities of the academic members and students may thrive.

More information about the College may be found at www.some.ox.ac.uk.

Maths at Somerville

Somerville has a strong record of Mathematics teaching and research. The College has Tutorial Fellowships in Pure Mathematics, Applied Mathematics, and Statistics. Typically, the College admits 12-13 undergraduates each year to study in degree programmes including Mathematics, Statistics and/or Computer Science. In addition, the College typically has a population of 20 postgraduate students in Mathematics, Statistics, and Computer Science.

The Mathematical Institute

The Mathematical Institute, as Oxford's Department of Mathematics is known, is one of the leading mathematics departments in the world. Our mathematical research, impact and environment were all ranked first in the UK in the 2014 Research Excellence Framework exercise, a government review of research in all UK universities. The Mathematical Institute is the focus of research into both fundamental mathematics and its applications, and our inclusive nature and overall size are key factors in the provision of an outstanding research environment for our members. The large number of faculty, postdocs and students in the Mathematical Institute, all supported by excellent facilities, allows us to maintain a critical mass in research groups encompassing a wide spectrum of mathematics, while our integrated nature fosters collaboration between fields. We also host a large number of academic visitors. Our web pages (www.maths.ox.ac.uk) provide comprehensive information about all of our activities. The research activities of the Institute as a whole can be gauged from the web pages of the research groups and centres within the Institute (www.maths.ox.ac.uk/research). The range of our research interests is well reflected by the profile of our faculty as listed at www.maths.ox.ac.uk/people. Many members of the Institute have received prestigious prizes and other special recognition for their work; some recent examples can be found at www.maths.ox.ac.uk/news/awards-and-prizes. The Mathematical Institute moved into the purpose-built Andrew Wiles Building in the University's Radcliffe Observatory Quarter in September 2013. As well as providing offices for all staff and graduate students, it houses a range of other facilities available to members of the department, including the Whitehead Library, a large range of meeting rooms, teaching spaces, lecture rooms, and social spaces, and a small facility for carrying out table-top experiments. For more information, see www.maths.ox.ac.uk/about-us.

Teaching is central to the life of the Mathematical Institute and we have an annual intake of approximately 300 undergraduates, some on courses jointly with other departments. We admit 100 students each year across five taught master's degree courses and have over 230 doctoral students in residence at any one time. Our doctoral programme always attracts the best research students from across the world, and we have a broad mentoring and training programme. Our provision expanded in 2014 following the award of two EPSRC-funded Centres for Doctoral Training. The Mathematical Institute strives to ensure that all staff and students are given the opportunities and support they need to achieve their potential. We are committed to equality of opportunities and to advancing women's careers. We support staff returning from long-term absence and provide flexible arrangements for staff with parental responsibilities. Further information about family support can be found in the Standard Terms and Conditions. Our Good Practice Committee1 contributes to many aspects of our work, see www.maths.ox.ac.uk/members/good-practice.

Timetable and Process:

The closing date for applications and the last date for receipt of references direct from referees, is **12 Noon, UK time on Tuesday, 30th April 2019.**

It is the responsibility of each applicant to ensure that his or her application arrives before the deadline. If you wish to check whether or not your application has been received you should contact Academic Office by email: academic.office@some.ox.ac.uk.

Interviews will be held in Oxford on Tuesday, 14 May 2019
The panel are happy to consider interviews via Skype for candidates unable to be in Oxford on that date

Nature and Terms of Appointment:

All appointments are subject to the relevant provisions of the *Statutes and Regulations* of Somerville College. Other paid employment should not be undertaken without the permission of the Governing Body. No offer of appointment will be valid until and unless the recommendation has been approved by the Governing Body and a formal contractual offer has been made.

Application Procedure

Pease submit your application by email to academic.office@some.ox.ac.uk stating vacancy reference number **900323** in the subject line. Your application should comprise:

a) A completed cover sheet (available at the end of this document)
b) A covering letter, highlighting your suitability and motivation for the post
c) A one page description of future research plans
d) A *curriculum vitae* with details of qualifications, experience, current research interests and publications
e) Two academic references. Candidates should ask their referees to write to the Tutorial & Graduate Officer at Somerville College under confidential heading by the closing deadline, and should supply each referee with a copy of these further particulars.

References may be sent by email to academic.office@some.ox.ac.uk or by hard copy to Somerville College.

The College wishes to take this opportunity to thank in advance those referees who write on behalf of applicants. Please note that it is the responsibility of the applicant to ensure that references are submitted promptly, as referees will not be approached by the College.

Further copies of these particulars may be found at www.some.ox.ac.uk/jobs

f) Please download, complete and return SEPARATELY an equal opportunities recruitment monitoring form, which will assist us with monitoring equal opportunities in recruitment.   This can be emailed to **human.resources@some.ox.ac.uk** or sent in hard copy to: Equal Opportunities Monitoring, HR Department, Somerville College, Woodstock Road, Oxford OX2 6HD, UK

Equal Opportunities information collected does not form part of the selection process and will not be circulated to the selection panel. Completion of the equal opportunities monitoring form is voluntary. Data collected is used solely to monitor the effectiveness of the College's Equality and Diversity Policy and helps the College to meet its duties under the Equality Act 2010.

Acknowledgement of applications

All applicants will be sent confirmation by email that their application has been received. This will be sent to the email address provided in the application unless specified otherwise by the applicant. We will communicate with applicants by email regarding the status and outcome of their application. Please state clearly in your application if email communication is not a convenient method of communicating with you.

Data Protection

All data supplied by candidates will be used only for the purposes of determining their suitability for the post and will be held in accordance with the principles of the Data Protection Act 2018 and the College's Data Protection Policy.

Equal Opportunities statement

The policy and practice of the University of Oxford and of Somerville College require that all staff are afforded equal opportunities within employment. Entry into employment and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post and the relevant salary structure. In all cases, ability to perform the job will be the primary consideration. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation. Where suitably qualified individuals are available, selection panels will contain at least one member of each sex.

Pre-employment screening

If you are selected for the post, employment with the College will be conditional upon satisfying the following requirements.

1. <u>Eligibility to work in the UK</u>

The Immigration, Asylum and Nationality Act 2006 makes it a criminal offence for employers to employ someone who is not entitled to work in the UK. We therefore ask applicants to provide proof of their right to work in the UK before employment can commence. Please note that you will need to provide original documents and where any documents are not in English a certified translation will be required. Do not include these documents with your application. You will be sent a request for the relevant information at the appropriate point in the selection process.

2. <u>Medical fitness</u>

Please note that any offer of employment will be conditional upon receipt of a completed pre employment medical health assessment questionnaire and confirmation from the University of Oxford Occupational Health Service that the candidate is medically fit for the post (allowing for any reasonable adjustments that may be required, in line with the provisions of the Equality Act 2010).

The purpose of the pre-employment medical health questionnaire is to:

(i)   assess the candidate's medical capability to do the job for which they have applied:

(ii)   determine whether any reasonable adjustments or auxiliary aids may be required to accommodate any disability or impairment which they may have

(iii)   ensure that none of the requirements of the job for which they have applied would adversely affect any pre-existing health conditions the candidate may have.

The appointment will not commence until medical fitness for work, and any reasonable adjustments that may be required, is confirmed by the University Occupational Health Service.

Somerville College
University of Oxford
www.some.ox.ac.uk

Cover Sheet

This cover sheet must be completed as part of the application for a **Stipendiary Junior Research Fellowship in Mathematics** and submitted with all other application materials:

- A covering letter, highlighting your suitability and motivation for the post
- A one page description of future research plans
- A *curriculum vitae* with details of qualifications, experience, current research interests and publications

Completed applications must be received by the closing date of 12 noon UK time, Tuesday 30 April 2019.

Candidates should also ask two referees to write directly to the Tutorial and Graduate Officer at Somerville College by the closing date for applications.

Personal details		
Surname:	First name:	Title:
Email:	Telephone number(s):	
National insurance number:		

Home address:
Correspondence address if different:

Right to work in the UK
Do you have documentary evidence of your right to work in the UK?   Yes ☐   No ☐
(If no, please provide details)

Academic qualifications

Brief Description of Proposed Research Topic

Referees

Name of first referee:	Email address:
Name of second referee:	Email address:

Please note that it will be the responsibility of the applicant to ensure that references are submitted by the deadline, as referees will not be approached by the College. Please do not send more than two references; additional references will not be considered.

Criminal record

Please note any criminal convictions except those 'spent' under the Rehabilitation of Offenders Act 1974. If none please state.

Where did you find out about this vacancy?

Declaration

I confirm that the above information is complete and correct and that any untrue or misleading information will give the Colleges the right to terminate any employment contract offered.

Signed: …………………………………………………………….. **Date:** ……………..…………….