



Job Description and Selection Criteria

Post	Barnett Professorship of Social Policy
Department	Social Policy and Intervention
Division	Social Sciences
College	St Cross College

Overview of the post

The University of Oxford intends to make an appointment to the Barnett Professorship of Social Policy with effect from 1 July 2013 or as soon as possible thereafter.

The post is based in the Department of Social Policy and Intervention, and the successful candidate will be offered a non-stipendiary fellowship at St Cross College.

The Barnett Professorship offers an exciting opportunity for an outstanding scholar to join the Department of Social Policy and Intervention. The Department is an inter-disciplinary social science centre of excellence, carrying out world-leading research in social policy and intervention. The successful candidate will have an internationally outstanding record of excellent research and publication in social policy. He or she will be prepared to share in governance and academic leadership within the Department of Social Policy and Intervention, and in the wider academic community, including contributing to the development of teaching and research activity. He or she will be supported in this by joining a stimulating community of scholars in the Department, St Cross College, the Social Sciences Division and the wider University with a tradition of collegiality and interdisciplinarity and a commitment to intellectual rigour and excellence.

The Barnett Professorship of Social Policy was created in 1999 as the first established professorship in Social Policy at the University of Oxford. The title reflects the long history of social policy teaching in Oxford dating to the establishment of Barnett House in 1914 (founded in memory of Canon Barnett). Barnett House was founded as a centre for the study of social and economic problems and for education and training, with the aim of linking the University more closely with the study of poor social conditions and their alleviation. The Department maintains its tradition of engaging in outstanding scholarship to inform policy understanding, but is unique in the emphasis placed on international comparison and the use of comparative methods in advancing the study of social policy in local, national and international arenas.

Queries about the post should be addressed to Robert Walker at robert.walker@spi.ox.ac.uk or telephone: +44 (0) 1865 280374. All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Duties of the post

The Barnett Professor of Social Policy will be a member of both the University and the College community. He or she will be part of a lively and intellectually stimulating research community which performs to the highest international levels in research and publications and will have access to the excellent research facilities which Oxford offers. He or she will have a role to play in the running of the College as a member and trustee of its Governing Body.

The main duties of the post are as follows. The Barnett Professor will be expected to:

- (a) maintain and develop his or her own research programme including, for example, continuing publication at an international level, securing external funding and leading a research group
- (b) contribute to the provision and development of the Department's masters programmes and undergraduate teaching as well as to the supervision of post-graduate students
- (c) contribute to academic leadership and governance in the Department, including contributing to the development of teaching and research activity- this includes accepting administrative roles and participating in relevant committees within the Department and in the wider University
- (d) take part in University examining as and when requested to do so by a committee for the nomination of examiners, unless he or she can show reasonable cause, to the satisfaction of the committee, why on a particular occasion he or she should not do so- this requirement does not apply to invitations from faculty boards to examine theses submitted for research degrees
- (e) participate actively in college life
- (f) every professor who is employed by the University, unless individually exempted, has an obligation to accept headship of the department in which his or her post is held if invited to do so by Council.

Selection criteria

Applications will be judged only against the criteria which are set out below. Applicants should make sure that their application shows very clearly how they believe that their skills and experience meet these criteria.

Oxford is committed to fairness, consistency and transparency in selection decisions, and unsuccessful applicants may request feedback against the published selection criteria for the specific post. (We are, however, unable to provide general advice about the suitability of applicants' cvs for future vacancies in Oxford or elsewhere.) Chairs of selection committees (known as electoral boards) will be aware of the principles of equality of opportunity and fair selection and there will be a member of each gender wherever possible.

The successful candidate will demonstrate the following.

Essential:

- an outstanding international reputation for high quality research and excellent international record of publication in any field of social policy

- potential to produce further work of high significance to the study of social policy during the tenure of the Chair
- a specialisation in comparative social policy
- research interests that display synergy and/or complementarity with existing expertise in the Department
- a strong track record in attracting and managing externally funded research
- proven experience of academic leadership
- a record of teaching excellence at the graduate level and experience of teaching in comparative social policy
- the ability to work effectively and collegially as part of a team
- experience of university governance and management

How to apply

There is no application form. Applications must include:

- your full contact details including email and full postal addresses, and a telephone number
- a covering letter or statement explaining how you meet the criteria set out above
- a full CV and publications list
- an indication of where you first heard about this post
- the name, institution and contact details (e-mail address and telephone number) of precisely **three** referees.

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.

Please note that references may be taken up before shortlisting, and 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 state this in your application, alongside the details of the relevant referee(s). You should provide the names and full contact details of three referees even if you do not wish them to be contacted yet.

If you are shortlisted but only Oxford references are available for you, you will be asked at a later stage to provide the name of an additional referee outside Oxford.

Applications should be sent by email to Dr Gwen Booth, Personnel Officer, Senior Appointments at professorships@admin.ox.ac.uk

The deadline for applications is **Monday 19 November 2012**.

Should you have any queries about how to apply, please contact Mrs Elaine Eastgate at professorships@admin.ox.ac.uk or telephone: +44 (0) 1865 280189.

The full membership of the board of electors will be published in the University Gazette (<http://www.ox.ac.uk/gazette/>) when it is finalised. All applications will be acknowledged after receipt and will be considered by the board of electors as soon as possible after the closing date. The board is free to search for other candidates at this or any subsequent stage in its proceedings. All shortlisted candidates will be interviewed and will be asked to give a short presentation to the electors as part of the interview. The board's decision will be communicated as soon as possible after the interview but in some cases there may be a delay while deliberations are ongoing.

Essential Information for Applicants for the Barnett Professorship of Social Policy

The University

The University of Oxford aims to sustain excellence in every area of its teaching and research, and to maintain and develop its position as a leader amongst world-class universities. Placing an equally high value on research and on teaching, the colleges, departments and faculties of Oxford aspire both to lead the international research agenda and to offer a unique and exceptional education to our undergraduate and graduate students.

Oxford's self-governing community of scholars includes university professors, readers, and lecturers, college tutors, senior and junior research fellows and over 2,500 other university research staff. The University aims to provide facilities and support for colleagues to pursue innovative research and outstanding teaching, by responding to developments in the intellectual environment and society at large, and by forging close links with the wider academic world, the professions, industry and commerce. The Strategic Plan, detailing strategy for the period 2008-13, can be found at <http://www.admin.ox.ac.uk/prs/planningcycle/stratplan.shtml>.

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, from deciphering ancient texts and inscriptions using modern scientific and computational methods developed in Oxford, through to global health, climate change, ageing, energy and the effects on our world of rapid technological change.

Oxford seeks to admit undergraduate students with the intellectual potential to benefit fully from the college tutorial system and 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 about 7,000, well over a third of the full-time students. 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

The Social Sciences Division

Social Sciences is one of four academic Divisions in the University, each with considerable devolved budgetary and financial authority; and responsibility for providing a broad strategic focus across its constituent disciplines. Thirteen departments, one faculty, and three cross-divisional research units come under the aegis of the division which spans the full range of social science disciplines with links into the humanities and physical sciences (including Law, Management, Economics, Politics and International Relations, Sociology, Social Policy and Intervention, Area Studies, Development Studies, Education, Anthropology, Archaeology, Geography, Public Policy). There are over 700 academic staff, 2,700 graduate students

(postgraduate taught and postgraduate research), and 1,900 undergraduates working and studying in the division.

The division is established as a world-leading centre for research in the social sciences and regularly sits at the highest levels of international league tables of one form or another. It is the largest grouping of social science disciplines in the UK and it is also home to several of Oxford's most widely recognised teaching programmes, such as PPE, the BCL, the MPhil in International Relations, in Economics, and in Development Studies, and the nationally regarded PGCE. We believe that excellence in teaching and research is synergistic and remain committed to sustaining and developing the high quality of our activities in both these areas. Our departments are committed to research which develops a greater understanding of all aspects of society, from the impact of political, legal and economic systems on social and economic welfare to human rights and security. That research is disseminated through innovative graduate programmes and enhances undergraduate courses.

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

The Department of Social Policy and Intervention

The Department of Social Policy and Intervention is an inter-disciplinary, social science centre of excellence for research and teaching in social policy and evidence-based social intervention. In the 2008 UK Research Assessment Exercise (RAE), 70 per cent of the Department's research activity was classified as 'world leading' or 'internationally excellent'. The social policy group within the Department includes academics with disciplinary backgrounds in demography, geography, politics, social and public policy, as well as sociology. The Department is international in its outlook, research and membership.

The Department has undergone substantial transformation in recent years. This renewal includes the expansion of graduate teaching and supervision in comparative social policy; significant expansion in research income; and the creation of new research groups and areas of research expertise.

The Department's teaching is largely devoted to graduate students. It offers Masters degrees in Comparative Social Policy and in Evidence-Based Social Intervention (EBSI). Students may study for either a one-year MSc or a two-year MPhil. The Department also supervises doctoral degrees in Social Policy and in Social Intervention. Currently, about 35 students take the Masters in Comparative Social Policy and 25 students the Masters in EBSI. The Department has over 50 DPhil (i.e. Oxford PhD) research students. A significant number of our Masters students subsequently move onto the DPhil programme. The graduate intake is highly international and includes students from about 20 countries.

The Department also delivers the Social Policy option course on the undergraduate degree in Philosophy, Politics and Economics (PPE) and provides teaching in demography to students taking the Human Sciences undergraduate degree.

Research within the department is largely organised under the auspices of two main research groups:

- The Oxford Institute of Social Policy (OISP)
- The Centre for Evidence-Based Intervention (CEBI)

The Oxford Institute of Social Policy hosts the Centre for the Analysis of South African Social Policy (CASASP). More information about the Institute can be found at www.oisp.ox.ac.uk. The Department also hosts the Oxford Centre of Population Research (OXPOP) and - in

conjunction with the Department of Public Health - the Centre for AIDS Interdisciplinary Research at Oxford (CAIRO).

More information about the Department as a whole can be found at www.spi.ox.ac.uk.

St Cross 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.

Founded in 1965 and occupying a site in central Oxford, St Cross is a multidisciplinary graduate society through which men and women graduates are admitted to study for advanced degrees and diplomas of the University: there is no restriction on subject. The College community comprises some 100 Fellows, covering a wide variety of disciplines in the sciences and humanities and approximately 500 graduate students, about two thirds of whom are from overseas. All Fellows and students enjoy equal membership of the college Common Room.

Official Fellowships of St Cross do not carry additional stipend, but all Fellows are entitled to free weekday lunches in the College and have access to rooms for entertaining, meetings and overnight accommodation for professional colleagues and other visitors at modest rates. The College also provides a number of dinners per term which may be useful for entertaining colleagues and visitors.

All Official Fellows are members of the College's Governing Body and there is an expectation that Fellows will attend as often as they can. Fellows are co-opted onto various College Committees to assist with the running of the College. St Cross expects its Fellows to become College Advisors for a limited number of students, which involves being available to give advice and support as and when it is required.

Further information can be found on the website at www.stx.ox.ac.uk

Standard Terms and Conditions

Standard duties

- (i) to lecture, or hold classes, in at least two of the three university terms and to give at least thirty-six lectures or classes in all and not less than twelve in each of two terms; and
- (ii) to undertake research and original work and the general supervision of research and advanced work in your subject and department, and to assist students in their studies by advice or informal instruction.

It is expected that professors will generally participate in the business and affairs of the relevant faculty or department.

Salary, benefits and pension

The salary of the person appointed will be determined by the Vice-Chancellor, after appropriate consultation. In addition the professor will be eligible for consideration, in regular reviews, for one of a number of additional salary awards which may be made in recognition of outstanding academic distinction and/or contribution to the academic work of the University (e.g. in leadership in, or in the development of, some field of study).

The salaries of professors at Oxford are generally above the average of those in other leading UK universities.

An additional pensionable allowance will be payable in respect of any period during which the professor is Head of Department/Faculty Board Chairman. (Any allowance payable for a period of less than three years will not, however, be pensionable.)

Eligible staff may join the Universities Superannuation Scheme. Details are available on the website at <http://www.admin.ox.ac.uk/finance/pensions/uss/>.

Length of appointment

The professorship is tenable until retirement. For all academic staff the University has adopted a retirement age of 30 September before the 68th birthday. There is a procedure for requesting an extension of employment beyond that date.

Sabbatical leave and outside commitments

All professors may apply for sabbatical leave to allow them to focus on their research. In general, one term of leave is available for each six terms worked. This leave may either be taken as one term of leave after 6 terms of service, or accumulated and taken as one year of leave after 6 years of service.

Professors may also spend up to 30 working days in each year on projects outside their employment duties, such as consultancy, spin-out activity and membership of research councils and other bodies. There is no limit to the amount of money which staff may earn from these activities. Full details are available on the university website at <http://www.admin.ox.ac.uk/personnel/staffinfo/academic/approvaltoholdoutsideappointments/>. Guidance on ownership of intellectual property (<http://www.admin.ox.ac.uk/statutes/regulations/182-052.shtml>) and managing conflicts of interest (<http://www.admin.ox.ac.uk/researchsupport/integrity/conflict/policy/>) is also available on the university website.

Residence

Professors are required to reside within the University (i.e. within twenty-five miles of Carfax, the central point of Oxford) during at least six months in each academic year, between 1 October and 1 August, and in particular during not less than six weeks of each term.

Relocation expenses

Subject to HMRC regulations and the availability of funding, a relocation allowance may be available. Further details are available on the website at <http://www.admin.ox.ac.uk/finance/expenses/relocationscheme/>.

Family support

The University has generous maternity and adoption leave arrangements, and also offers support leave to fathers and partners. Additional paternity leave of up to 26 weeks (for children born or placed for adoption after 3 April 2011) is available where parents decide to share the 52 week maternity leave entitlement. Details are available on the website at <http://www.admin.ox.ac.uk/personnel/during/family/>.

All staff are eligible to apply to use the University nurseries (although there is a long waiting list for nursery places), and the full range of tax and National Insurance savings scheme is in operation. Details are available on the University's childcare website at <http://www.admin.ox.ac.uk/eop/childcare/>.

The University will try to accommodate flexible working patterns as far as possible and there is considerable flexibility in the organisation of duties. More information on family support and flexible working policies is available on the website at <http://www.admin.ox.ac.uk/personnel/during/family/>.

Information for parents and carers is available at <http://www.admin.ox.ac.uk/eop/parentsandcarersinformation/>.

Facilities and services

The University has a range of facilities and benefits for its staff; more details are available on the website at <http://www.admin.ox.ac.uk/personnel/staffinfo/benefits/>.

The University Disability Office provides support to staff and students with a disability and may be contacted through its website at <http://www.admin.ox.ac.uk/eop/disab/>.

Equality of opportunity

The policy and practice of the University of Oxford require that all staff are offered equal opportunities within employment. Entry into employment with the University 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.

Medical questionnaire and the right to work in the UK

The appointment will be subject to the satisfactory completion of a medical questionnaire and the provision of proof of the right to work in the UK.

Applicants who would need a work visa if appointed to the post are asked to note that they may need to enter the UK under the Tier 1 (Exceptional talent) category of the UK's points-

based system. Further information is available at:
<http://www.ind.homeoffice.gov.uk/workingintheuk/tier1/exceptional-talent/>.

Particular arrangements

Oxford welcomes applications from candidates who have a disability. These documents will be made available in large print, audio or other formats on request. Applicants invited for interview will be asked whether they require any particular arrangements to make the interview more convenient and effective for them.

Data Protection

All data supplied by candidates will be used only for the purposes of determining their suitability for the post¹ and will be held in accordance with the principles of the Data Protection Act 1998 and the University's Data Protection Policy (available on the website at <http://www.admin.ox.ac.uk/councilsec/dp/policy.shtml>).

¹ But NB if the person appointed to the post is a migrant sponsored under the UK's points-based migration system, we are required to retain the applications of all shortlisted candidates for one year or until a UK Border Agency compliance officer has examined and approved them, whichever is the longer period.