



## Job Description and Person Specification

<b>Post</b>	<b>PROFESSORSHIP OF ZOOLOGY</b>
<b>Department/Faculty</b>	<b>Department of Zoology</b>
<b>Division</b>	<b>Mathematical, Physical and Life Sciences</b>
<b>College</b>	<b>Jesus College</b>

### Overview of the post

The University intends to make an appointment to the Professorship of Zoology in the Department of Zoology (part of the Mathematical, Physical and Life Sciences Division) with effect from 1 October 2012 or as soon as possible thereafter.

The 'Professor of Zoology' is one of five established professorships in the Department, the others being the Linacre Professor, the Hope Professor, the Tasso Leventis Professor and the Luc Hoffmann Professor. The appointee will be expected to engage in internationally outstanding research; provide leadership in a particular area of biological sciences; develop a vigorous externally-funded research programme; and teach aspects of the subject at undergraduate and postgraduate level. The Department of Zoology recently celebrated its 150<sup>th</sup> anniversary, and although it maintains its historic name its research programmes have expanded to include the ecology and evolution of animals, bacteria, viruses and ecosystems. The Department has research strengths in evolution, ecology, animal behaviour, conservation, development and disease biology, spanning all levels of analysis from molecules to ecosystems (see <http://www.zoo.ox.ac.uk/>). The Professorship is open to applicants from any field of biological science research, although preference will be given to candidates whose research aligns with the Department's strengths mentioned above and with research priorities of major funding agencies.

The Professor will also hold a Professorial Fellowship at Jesus College. Founded in 1571, Jesus College has strong links to the biological sciences and the Principal of the Jesus College is the distinguished biologist Lord Krebs.

Further information may be obtained from [peter.holland@zoo.ox.ac.uk](mailto:peter.holland@zoo.ox.ac.uk), Head of the Department of Zoology. All enquiries will be treated in strict confidence and will not form part of the selection decision.

## Duties of the post

The Professor of Zoology 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:

- Undertaking and directing internationally-recognised research in biological sciences, particularly in an area aligning with, or relating to, the department's research strengths in ecology or evolution of animals, bacteria, viruses and ecosystems.
- Providing leadership in research and teaching in biology.
- Obtaining external research funds to support research in biological sciences.
- Developing links with relevant business and enterprise activities within the University.
- Managing a research team and supervising the research work of postdoctoral researchers and graduate students in the Department of Zoology.
- Teaching aspects of biological science to students taking the Biological Sciences degree, supervising DPhil students and acting as College advisor to a small number of DPhil and MSc students at Jesus College.
- Examining both undergraduate and DPhil students as required by the Head of the Department of Zoology.
- Administration as required by the Head of the Department of Zoology.
- Taking on the Headship of the Department of Zoology if required to do so by the Divisional Board. This is unlikely to occur in the near future. The current Head of Department holds office until 30 September 2016.
- Participation in the governance of Jesus College, including serving occasionally on College Standing Committees, and advising the College on selection of Graduate Scholars and Junior Research Fellows in subjects related to biology.

## Person specification

Applications will be judged only against the criteria that 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 on the board.

The selection criteria for this post are as follows:

<b>REQUIREMENTS</b>	<b>ESSENTIAL or DESIRABLE</b>	<b>ASSESSED BY:</b>
The postholder must be able to demonstrate:		
<i>Outstanding international reputation in scholarship and research in biological sciences and excellent publication record in international journals</i>	<i>Essential</i>	<i>application, interview</i>
<i>Ambitious research plans in ecological or evolutionary biological sciences, preferably aligned to priorities of major external funding agencies</i>	<i>Essential</i>	<i>application, interview</i>
<i>The ability to provide leadership in research and teaching in biological sciences</i>	<i>Essential</i>	<i>application, interview</i>
<i>The ability to manage a substantial research team, to train, guide and motivate research students and junior colleagues, and to develop and present proposals for funding</i>	<i>Essential</i>	<i>application, interview</i>
<i>The ability to contribute effectively to ensuring the long-term development of his or her subject area, and to maintaining interest in the subject in Oxford and its wide recognition outside</i>	<i>Essential</i>	<i>presentation, interview</i>
<i>Commitment to providing effective teaching at undergraduate and postgraduate level</i>	<i>Essential</i>	<i>presentation, interview</i>
<i>Experience of university governance and management, and of academic administration</i>	<i>Desirable</i>	<i>application, interview</i>

## 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 names and contact details (postal and e-mail addresses 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.

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](mailto:professorships@admin.ox.ac.uk).

The deadline for applications is **Monday 12 March 2012**.

Should you have any queries about how to apply, please contact Mrs Elaine Eastgate at [professorships@admin.ox.ac.uk](mailto: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 Professorship of Zoology

## 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 2008-12, 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](http://www.ox.ac.uk)

## The Mathematical, Physical, and Life Sciences Division

The Mathematical, Physical, and Life Sciences Division (MPLS) is one of the four academic divisions of the University. Oxford is widely recognised as one of the world's leading science universities. In the 2008 UK Research Assessment Exercise over 70% of research activity in MPLS was judged to be world-leading (4\*) or internationally excellent (3\*), and Oxford was ranked first in the UK across the mathematical sciences as a whole.

The MPLS division's ten departments and three interdisciplinary units span the full spectrum of the mathematical, computational, physical, engineering and life sciences, and undertake both fundamental research and cutting-edge applied work. We have over 6,000 students and research staff, and generate over half of our funding from external research grants. Our research addresses major societal and technological challenges and is increasingly interdisciplinary in nature. We collaborate closely with colleagues in Oxford across the medical sciences, social sciences and humanities, as well as with researchers from around the world.

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

## The Department of Zoology

The Department of Zoology (<http://www.zoo.ox.ac.uk/>) is recognized internationally for its research on ecological and evolutionary biology. This research spans all levels from molecules to ecosystems, and tackles fundamental problems in biodiversity, conservation biology, evolutionary developmental biology, evolutionary mechanisms, animal behaviour and disease biology. The Department of Zoology recently celebrated its 150<sup>th</sup> anniversary, and although it maintains its historic name its research programmes have expanded to include animals, bacteria, viruses and ecosystems. This diversity is echoed in teaching: the Department of Zoology and Department of Plant Sciences jointly deliver a broad-ranging and highly regarded undergraduate degree in Biological Sciences. Within its broad research portfolio, the Department incorporates several research institutes: the Edward Grey Institute of Field Ornithology (EGI), the Wildlife Conservation Research Unit (WildCRU), the Biodiversity Institute (BIO) and the Institute for Emerging Infections. The main Department is located in the Tinbergen Building in the University's Science Area. The Department also runs the John Krebs Field Station in Wytham Woods and the Recanati-Kaplan Centre in Tubney which houses WildCRU. Linked to the Tinbergen Building is the multi-disciplinary Peter Medawar Building for Pathogen Research with high-grade containment facilities. The Department is unusual in having about the same number of independently funded Research Fellows as the number of Faculty members. External research income to the Department is derived from over 50 different funding agencies, with the principal funders being the European Research Council, the Royal Society, the Wellcome Trust, NERC and BBSRC. Recent success with the prestigious European Research Council (ERC) is particularly notable; the Department currently holds ten ERC grants: five Advanced Investigator awards and five Starting Investigator awards.

In 2010 the Department was given an Athena Swan Silver award in recognition of its success at promoting the careers of women. The Department continues to support initiatives that promote gender balance in the sciences and actively encourages women at all career stages to apply for fellowships and other relevant awards. Further information about the Department's Athena Swan Award and relating initiatives can be found here: [http://www.zoo.ox.ac.uk/athena\\_swan](http://www.zoo.ox.ac.uk/athena_swan).

## Jesus College

As well as working in the Department of Zoology the appointee will be a Professorial Fellow of Jesus 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.

Jesus College has a strong commitment to promoting and enabling education, learning, scholarship and research at the highest levels amongst its students and academic staff, whilst preserving an informal and friendly atmosphere. Founded in 1571 by Elizabeth I, the College is a self-governing educational charity and is one of the 38 constituent colleges of Oxford University. With Lord Krebs, FRS, as its Principal, the College comprises some 60 Fellows, 20 lecturers, 200 graduates, 360 undergraduates, and 90 support staff. The College is located on an attractive historic site in the centre of Oxford, with excellent access to the Bodleian Library and other university libraries, the Science Area, and many of the University's department and faculty buildings.

The College encourages the academic achievements of its students (being regularly towards the top of the league table of Oxford colleges for the best results in Final examinations) with excellent teaching, and generous and varied financial support. Similarly it celebrates and supports the academic endeavours of its Fellows, both in research and teaching.

The College held a Strategic Review of its activity for 2011-16 (available at [http://www.jesus.ox.ac.uk/sites/default/files/strategic\\_plan\\_brochure.pdf](http://www.jesus.ox.ac.uk/sites/default/files/strategic_plan_brochure.pdf)), setting out a number of important academic themes.

Full information about the College is available on the College website: [www.jesus.ox.ac.uk](http://www.jesus.ox.ac.uk).

## **The role of Professorial Fellows at Jesus College**

*The post.* The person appointed to this Chair will be elected to a Professorial Fellowship of the College, and will be eligible for reappointment every seven years for as long as he or she holds the Chair.

*College governance.* Professorial Fellows of the College are members of the Governing Body, and have the opportunity to participate in College decision-making.

*Other Professorial Fellows.* The post-holder will join eight other Professorial Fellows in College, namely Professor Charles Godfray, FRS (Hope Professor of Entomology), Professor Steffen Lauritzen, FRS (Statistics), Professor Paul Davies (Allen and Overy Professor of Corporate Law), Professor Tim Palmer (Royal Society 2010 Anniversary Research Professor), Professor Georg Holländer (Action Research Professor of Paediatrics), Professor Paul Riley (British Heart Foundation Chair of Regenerative Medicine).

## **Zoology at Jesus College**

The Principal of College, Lord Krebs, is a zoologist with interests in ecology and behaviour. Professor Charles Godfray researches population and community ecology and evolutionary biology. Dr Graham Taylor is the Peter Brunet Tutorial Fellow in Biological Sciences at Jesus College and is the course convenor for Animal Biology. Dr Steve Larcombe is the Edward Grey Institute-Tour Du Valat Junior Research Fellow; his research focuses on the effects of mosquito control in the Camargue on the diversity, abundance, and virulence of avian malaria. Dr Craig MacLean is a Hugh Price Fellow whose research uses real-time experimental evolution to investigate how population-level processes and biochemical constraints interact to drive evolutionary change in microbial populations. Web pages for the College's academic staff may be found at <http://www.jesus.ox.ac.uk/fellows-and-staff>.

The College usually has around 12 graduate students in Zoology at any one time and 12 undergraduates reading Biological Sciences.

## **Benefits for Professorial Fellows**

As a Professorial Fellow of Jesus College, the post-holder would be entitled to the following benefits.

- Lunch and dinner with the Senior Common Room at the College's expense throughout the year (except when the kitchens are closed).
- Membership of the Senior Common Room (small charge payable).
- Membership of a medical insurance scheme, paid for by the College. This is a taxable benefit.
- Right to apply for grants from the College's Major Research Grant Fund, which has a value of approx. £22k p.a. at present.

Many Fellows lunch in College on a very regular basis, and there would be excellent opportunities for the post-holder to speak to a broad range of Fellows and lecturers in many different disciplines, and to create networks. The College's Guest Nights on Wednesdays and certain Thursdays/Fridays during term offer very pleasant occasions for entertaining professional and personal guests, and a chance to meet a wide range of interesting people. The College hosts a number of well-attended formal dinners throughout the year, at which the post-holder and his/her guest would be most welcome. Lunches and dinners of a high standard may also, on occasion, be hosted by Fellows for professional or personal purposes.

Each term there are a number of events when members of the Senior and Graduate Common Rooms meet to present and discuss their research, or to hear visiting speakers. Recent talks included "Avian flight dynamics and control" from a Senior Research Fellow in Biological Sciences and, "Cosmic Archaeology: what rare objects reveal about the evolution of the Universe" from a DPhil student in Physics. The Visiting Speaker in spring 2011 was the science and maths journalist

Simon Singh, who spoke on the theme of English libel law and free speech. Additional events throughout the year include the College's musical Visiting Artist series, lecturer recitals, and many student dramatic and choral productions.

Professorial Fellows may make use of the College's well-equipped seminar and other rooms for teaching, meetings, entertainment, conferences etc., and can book accommodation for guests in dedicated Fellows' guest rooms. The Fellows' Resources Room provides networked computers, printers, fax, and photocopiers. The College's beautiful 17<sup>th</sup>-century library offers working and reading spaces for all Fellows, with wi-fi.

Fellows who hold administrative appointments within the College may be eligible for additional payments.

### **Other information**

Shortlisted candidates will be offered a tour of the College, along with a lunch with members of the Fellowship (excluding members of the selection panel). The lunch and tour are intended to be for candidates' benefit, and do not form part of the formal selection process. Other meals and overnight accommodation in College will be provided if required.

# 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/>.

### *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/>.

### *Special 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 post 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>).