



Job Description and Selection Criteria

Post	Regius Professorship of Civil Law
Department/Faculty	Faculty of Law
Division	Social Sciences
College	All Souls College

Overview of the post

A Regius Professor of Civil Law is due to be appointed by Her Majesty the Queen at the University of Oxford, with effect from a date to be agreed with the person appointed.

The Regius Professorship of Civil Law is the oldest professorship in Law in Oxford, with an illustrious list of holders since 1541. The Professorship has a leading role to play in the future of legal studies, in the University and worldwide.

Civil Law for this purpose is Roman Law, along with the legal tradition that developed out of Roman Law on the continent of Europe. The Civil Law tradition includes not only the legal systems of Germany, France, Holland, and the other European countries influenced by Romanistic jurisprudence, but also systems of law across the world that have drawn from the great European codifications.

The new Regius Professor will take up a position of leadership in the development of the Law Faculty as a law school for the whole world. The role is strategically important because of (1) the importance of Roman Law in the evolution of modern laws, (2) the developing connections between the common law and the laws of the European Union and of civil law countries, and (3) the internationalisation of so many areas of law in the 21st century.

The appointment to the Regius Chair will be in succession to Professor Boudewijn Sirks. The new Professor will have the opportunity to make new contributions to the flourishing of creative Roman Law studies, which has involved Professor Sirks and his recent predecessors Francis de Zulueta, David Daube, Tony Honoré, and Peter Birks. The University seeks a scholar who will maintain and take forward a tradition of outstanding legal scholarship, informed by advanced learning in Roman Law.

The Regius Professorship is held in the Faculty of Law, and the Professor is appointed to lecture and give instruction in the Civil Law, its principles and history, and in some other branch of law. The appointee will be a scholar of distinction who will provide leadership in research and will develop undergraduate and graduate studies in her or his area. She or he will also be expected to take a leading part in developing the work of the Faculty of Law generally.

The Regius Professor of Civil Law will be a member of both the University and the College communities. She or he will take a leading part in 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.

Queries about the post should be addressed to the Dean of the Faculty of Law, Professor Timothy Endicott (timothy.endicott@law.ox.ac.uk, telephone: +44 (0)1865 271564). All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Duties of the post

The Regius Professor of Civil Law will provide leadership in teaching and research at the highest level in the Civil Law, its principles and history, and in some other branch of law.

The main duties of the post are as follows:

Academic leadership

The Professor will be expected to provide intellectual leadership in the fostering of outstanding research in law, and leadership in the strategy, development and implementation of the teaching of the Civil Law in the Faculty's degree programmes.

Research

The Professor will be expected to undertake and to publish research, and to provide general supervision of research and advanced work in the Faculty of Law.

Teaching and supervision

The Professor will be expected to lecture and to give instruction in Civil Law and in some other branch of law, and in particular to perform the following duties under the direction of the Board of the Faculty of Law:

- (i) to lecture, or hold classes, in two at least 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;
- (ii) to act as the supervisor of a graduate student as and when requested to do so by a faculty board or other competent body; and to assist students in their studies by advice or informal instruction.

Professors may apply to the divisional board (through the faculty board concerned) for leave to undertake paid tutorial teaching for up to four (or exceptionally up to six) hours per week.

Examining

The Professor will be required to take part in University examining as and when requested to do so by a committee for the nomination of examiners, unless she or he can show reasonable cause, to the satisfaction of the Vice-Chancellor and Proctors, why on a particular occasion she or he should not do so. (This requirement does not apply to invitations from faculty boards to examine theses submitted for research degrees.)

Administrative duties

The Professor will have a role to play in the administration of the Faculty of Law and the running of the college as a member and trustee of its Governing Body. More information can be found in the 'Essential Information for Applicants' section below.

College Governance

The Regius Professor will be elected to a professorial fellowship at All Souls College, where all Fellows (apart from Visiting Fellows) are members of the Governing Body. All Fellows are

expected to play an active part attending Election and Stated General Meetings held on five Saturdays each year and may also be invited to serve on committees. College Fellows are also Trustees of the College as a charity, so the successful applicant must be eligible¹ to be a Charity Trustee, and must attend Governing Body meetings to discharge this responsibility effectively.

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. The Chair of the Advisory Committee (the selection panel for the Regius Professorship) 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 record of scholarship and research in the Civil Law;
- an excellent publication record indicating potential to produce further significant work of a recognised international quality during the tenure of the chair;
- the ability to teach high-achieving students and to supervise doctoral students, including experience of giving lectures, leading seminars and classes, and of supervising higher level research;
- proven intellectual leadership skills enabling the Professor to lead a research group, to provide mentoring to junior colleagues, and to initiate and develop new academic projects and courses;
- the ability to contribute effectively to the long-term development of the study of Law in the Faculty and in the wider academic community;
- administrative and pastoral skills, including the ability to work efficiently with the College, Faculty and University administration and the ability to appreciate and to address the pastoral needs of graduate students;

Desirable

- the capacity to facilitate the beneficial impact of the University's research on the practice of law, and on public policy.

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

¹ Further information about eligibility of trustees can be found here: www.charitycommission.gov.uk/detailed-guidance/trustees-staff-and-volunteers/the-essential-trustee-what-you-need-to-know-cc3/#e3

- 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 Mrs Anna Malkin, Personnel Officer, Senior Appointments at professorships@admin.ox.ac.uk

The deadline for applications is **Monday 19 May 2014**.

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 Advisory Committee will be published in the University Gazette (www.ox.ac.uk/gazette) when it is finalised. All applications will be acknowledged after receipt and will be considered by the Committee as soon as possible after the closing date. The Committee 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 Committee as part of the interview. The outcome will be communicated as soon as possible after the interview but in some cases there may be a delay while deliberations are ongoing.

Appointments to Regius chairs at Oxford are made under the procedure set out in the annexe to this document.

Essential Information for Applicants for the Regius Professorship of Civil Law

The Faculty of Law

We aspire to take the lead among law schools of the common law world. In pursuing that aspiration, Oxford has a unique strength: our study of the common law is deepened by our understanding of the Civil Law tradition. As a result, the Regius Professor will take a leading role in a community that brings together the study of the Civil Law and of the common law.

Through the collegiate system, the University has worked with Colleges to build thirty affiliated law schools within the University, each of which aims to secure teaching in core undergraduate subjects. This arrangement has developed a scholarly community of extraordinary depth in the law of obligations and of property and trusts (with more than thirty members in academic posts) and in United Kingdom public law (with more than twenty five members in academic posts), and the UK's largest and strongest group of scholars of EU law. The resulting strength in the core private law subjects has given the University an unrivalled community of lawyers, whose interests involve a wide variety of aspects of law related to the Civil Law, and whose work brings comparative, international, historical, and theoretical dimensions to the subject.

A Roman Introduction to Private Law is a core subject for the BA in Jurisprudence, and our strength in the Civil Law is part of our strength in core subjects. In the most recent review of our curriculum in 2013, the Faculty decided to continue to provide Roman Law as a compulsory subject for Law Moderations, the first-year examinations for the BA in Jurisprudence. Law Moderations involves examinations in Criminal Law, Constitutional Law, and A Roman Introduction to Private Law. As a result, we educate 225 gifted law students per year in Roman Law, to equip them to excel in the study of English private law in the second and third years of their programme. The place of Roman Law in the syllabus gives the Regius Professor an important role in the education of undergraduates in Law in Oxford, and it has also built a community of teachers of Roman Law. There are currently sixteen Faculty members teaching the subject; the list of the members of the subject group and their profiles are available at <http://www.law.ox.ac.uk/theme/roman>

In addition to the compulsory first-year course, we offer Roman Law (Delict) as an option for Finals in the BA. At the postgraduate level, we offer Roman Law (Delict) and The Roman and Civilian Law of Contracts as options for the Bachelor of Civil Law and the Magister Juris. These subjects are complemented by a Finals option in History of English Law and a BCL option in Law and Society in Medieval England, both of which examine the operation of civilian principles within the common law.

The Faculty is a leading centre for studies in comparative law that involve the study of Civil Law systems, and also for the law of the European Union. The Institute for European and Comparative Law fosters research, teaching, and scholarly interchange with scholars from Civil Law jurisdictions across Europe, and beyond. The Institute has become a focus for advanced work on the developing harmonization of laws in Europe and internationally, and there are many comparative and European law offerings at undergraduate and graduate level, taught by a strong complement of Civilian-trained scholars. The breadth and depth of strength in the Civil Law in Oxford gives the new Professor and our Faculty the opportunity to work together to advance the study of the Civil Law within a great international centre of legal studies.

The Faculty of Law is one of thirteen units in the Division of Social Sciences (see 'The University' below). The Faculty is the largest unit in the Division, and one of the largest in the University. There are some 163 members of the Law Faculty, of whom more than 80 are in established University academic posts. The Law Faculty has a distinguished reputation in research and publications in Law, and was awarded the highest grade (5*) in the 1996 and 2001 HEFCE

Research Assessment Exercises (RAEs). The 2008 RAE found that substantially more top-rated research in Law had been carried out in Oxford than at any other UK university during 2001-2008.

The governing body of the Faculty of Law is the Board of the Faculty, an elected body of 24 members of the Faculty. The Dean of the Faculty is the Chair of the Law Board, and also chairs the Faculty's Planning and Resources Committee, which includes the Directors of Undergraduate and Graduate Studies, the Research Coordinator, the Development Coordinator, and the Vice Chair of the Law Board. The Regius Professor of Civil Law is eligible for election to the Law Board, and can be asked to serve in one of the Faculty officer positions, other than the Deanship.

There are four specialised centres associated with the Law Faculty: the Centre for Criminology, the Institute of European and Comparative Law, the Centre for Socio-Legal Studies and the Oxford Intellectual Property Research Centre.

In common with other non-departmentally organised subjects in Oxford, members of staff are based in their colleges. Promoting Faculty cohesiveness, whether in terms of supporting junior colleagues or maximising the opportunities for research collaboration, is thus a prime concern and members of the professoriate are expected to contribute substantially to this process.

There are currently sixteen statutory Professorships within the Faculty. These are held by John Armour (Hogan Lovells Professor of Law and Finance), Hugh Collins (Vinerian Professor of English Law), Paul Craig (Professor of English Law), Paul Davies (Allen & Overy Professor of Corporate Law), Graeme Dinwoodie (Professor of Intellectual Property and Information Technology Law), Sandra Fredman (Rhodes Professor of the Laws of the British Commonwealth and the United States), Judith Freedman (Pinsent Masons Professor of Taxation Law), Denis Galligan (Professor of Socio-Legal Studies), John Gardner (Professor of Jurisprudence), Leslie Green (Professor of the Philosophy of Law), Ian Loader (Professor of Criminology), Catherine Redgwell (Chichele Professor of Public International Law), Boudewijn Sirks (Regius Professor of Civil Law), Robert Stevens (Herbert Smith Freehills Professor of English Private Law), Stefan Vogenauer (Linklaters Professor of Comparative Law) and Stephen Weatherill (Jacques Delors Professor of European Community Law).

Further information on the Faculty of Law can be found at www.law.ox.ac.uk

Teaching

Undergraduate law admissions are currently running at approximately 225 a year. Up to 35 in each year group follow the Law with Law Studies in Europe course over four years, one year being devoted to study in France, Germany, Italy the Netherlands, or Spain. For the purposes of the four-year course the Faculty has created academic links with the law faculties of Paris II, Konstanz, Bonn, Regensburg, Munich, Siena, Leiden, and Pompeu Fabra, Barcelona.

There are currently more than four hundred graduate students, of whom about 140 read for the taught graduate Degrees of Bachelor of Civil Law (BCL; despite its name, an advanced degree for students from common law traditions) and Magister Juris (MJur; the MJur is a sister degree to the BCL, designed for students coming from a Civil Law background), 45 for the Master's in Law and Finance (MLF), and 25 for the MSc in Criminology. Each of these master's-level degrees may be augmented by a year of research to yield the Degree of Master of Philosophy (MPhil).

The Faculty's graduate research school is the largest of any law school in the English-speaking world. There are more than 200 research students at any one time, pursuing the Degrees of Doctor of Philosophy (DPhil), Master of Letters (MLitt), Master of Studies in Legal Research (MSt), or MPhil. The graduate programmes, including graduate admissions, are the immediate responsibility of the Faculty's Graduate Studies Committee and its two Directors of Graduate Studies (one for research degrees, the other for taught programmes). The graduate cohort provides a base for a productive interaction between advanced study and research; this is something to which the Faculty attaches great importance.

The Regius Professor will also be expected to provide supervision to research students working in the Civil Law and other areas of legal studies, and to assist in the continuing augmentation of the Faculty's reputation as the world's leading centre for research degrees in Law. Working closely with other Faculty members, the Regius Professor will also have a role in the general management and organisation of the Faculty's offerings in the Civil Law, and in marshalling the considerable energy of other members of the Faculty and research students. The Regius Professor may be asked, for example, to serve as convenor of one or more relevant teaching groups.

Research

The Faculty encourages excellence in diversity, seeking to achieve high quality in the broad range of subjects in which Faculty members pursue their interests. The Faculty's Research Support Fund provides resources for research assistance, conference attendance and other research-related activities.

The person appointed to the Regius Professorship will already have outstanding publications in Civil Law and will already be closely engaged with the international community of scholars working in the field. He or she will be expected to play a major role, on behalf of the University of Oxford, in nurturing and developing the intellectual climate of the subject worldwide, both by publication and by participation in the wider scholarly life of the subject.

The Regius Professor's research standing will help to attract senior academic visitors as well as research students to the University, and the Regius Professor will be expected to collaborate with other Faculty members in initiating and hosting conferences and workshops in Oxford, in applying for research funding, and in other research-related activities. With a record of major publications, the Regius Professor will be well placed to provide encouragement, support and mentorship to more junior colleagues and academic visitors, and more generally in sustaining a lively scholarly climate for the subject.

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 2013-18, can be found at <http://www.admin.ox.ac.uk/pras/planning>

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 nearly 10,000, around 45% 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 (Humanities, Mathematical, Physical and Life Sciences, Medical Sciences, and Social Sciences) through which academic planning and administration is conducted. Each Division has considerable devolved budgetary and financial authority, and responsibility for providing a broad strategic focus across its constituent disciplines. Each is led by a full-time head of division who chairs the divisional board and its major committees. Thirteen departments, one faculty, and three cross-divisional research units come under the aegis of the Social Sciences 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: www.socsci.ox.ac.uk

The Colleges

One of the most distinctive features of Oxford is that it is a collegiate university, and its 38 colleges and six Permanent Private Halls (PPHs), though independent and self-governing, form a fundamental element of the University, to which they are related in a federal system. One of the many advantages of Oxford's collegiate structure is that it enables both students (undergraduates and postgraduates) and academic staff to enjoy the benefits of a large international university, whilst at the same time being part of a smaller academic community through their college. In particular, colleges offer the opportunity for close contact with students and staff working in a range of disciplines, to complement the focus provided by a discipline-based department or faculty.

The Bodleian Law Library

The Bodleian Law Library, accommodated alongside the Faculty centre in the St Cross Building, houses over a quarter of a million volumes. It receives copies of all law books published in the United Kingdom, and has extensive holdings of overseas legal publications, notably of the Commonwealth, the US, and European countries. Oxford is designated as an EC documentation centre, and materials relevant to European law are housed in the Bodleian Law Library. The Library has an excellent collection of books on criminology and criminal justice, including official statistics and reports.

Further information about the Bodleian Law Library can be found at www.bodleian.ox.ac.uk/law

All Souls College

All Souls is primarily a research institution, with particular strengths in the Humanities and Social and Theoretical Sciences, and with strong connections to public life. The College occupies a prime central Oxford site and has fine buildings mainly dating from the fifteenth and eighteenth century, including an outstanding library which has particularly strong law collections. The College has about 80 Fellows, some of whom are studying for graduate degrees. (There are no undergraduate members.) The College also has a programme of Visiting Fellowships. All Fellows are entitled to lunch, tea, and dinner without charge at the Common Table. Some Fellows reside in College.

Academic Fellows are entitled to claim research expenses up to £3,165 per annum. The College also provides assistance for the purchase of computers, with half the cost up to £3,500 being met by the College, and the other half chargeable against Academic Allowances over three years. Additional grants for research, usually to supplement grants from other sources, are also available. The College offers health insurance for the Fellow and dependants. In some circumstances the College may be able to help with partial housing finance.

More information about the college may be found at: www.asc.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.

Eligible staff may join the Universities Superannuation Scheme. Details are available on the website at 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 www.admin.ox.ac.uk/personnel/staffinfo/academic/approvaltoholdoutsideappointments. Guidance on ownership of intellectual property (www.admin.ox.ac.uk/statutes/regulations/182-052.shtml) and managing conflicts of interest (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.

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 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 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 www.admin.ox.ac.uk/personnel/during/family

Information for parents and carers is available at 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 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 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: 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 www.admin.ox.ac.uk/councilsec/dp/policy.shtml).

ANNEXE

Regius Professorships at the University of Oxford: Note on Procedures

The appointment of a Regius Professor at the University of Oxford is made by the exercise of the Royal Prerogative, following consideration by Her Majesty The Queen of a recommendation from the Prime Minister. By agreement with the Prime Minister's Office, the selection process for such chairs follows in most of its essentials the processes used for filling other chairs at Oxford University.

The Selection Stage

At the selection stage the following steps will be taken:

- (i) the University will set out its desiderata, including the qualifications and particular areas of interest or expertise which it wishes to see in the next holder of the post, in the further particulars which will be available on the University website and on request to all potential applicants;
- (ii) the fact that the chair is to be filled will be publicly and widely advertised by the University. Individuals will be free to apply, although the final choice will not be limited to those who have put themselves forward. Applications (including a full curriculum vitae with the names of the three people who have agreed to act as referees) will be required by a specified closing date;
- (iii) for each Regius appointment an expert Advisory Committee will be set up by the University, analogous to the "electoral boards" for professorships to which the University itself appoints. This will comprise members appointed by the relevant faculty board and divisional board, by Council, and by the college of which the professor will be a fellow. The committee always includes at least two members external to the University. The membership of the Advisory Committee, like the membership of the University's own electoral boards, will be published in the University Gazette. The committee is free and will be expected to consult widely. It is the body which will make a recommendation for the Prime Minister's consideration; and
- (iv) the committee may at its discretion invite a candidate, whether an applicant or not, to visit Oxford for interview or discussion.

The Appointments Stage

As indicated above appointments to Regius chairs at Oxford University will, by definition, continue to be made only by the exercise of the Royal Prerogative and only when the appointment is made with Royal authority will an appointee bear the Regius title. After the due operation of the selection process every endeavour will be made to agree on an appointee acceptable to the University and whom the Crown is content to appoint. But if there is an agreement to disagree over an appointment the University would then be free, if it so wished, to deploy the resources which had been allocated for the Regius appointment for the making of an appointment to a non Regius Chair, for one tenure.

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.