



Job Description and Selection Criteria

Post	Professorship of Public Health
Department/Faculty	Department of Public Health
Division	Medical Sciences
College	St Cross

Overview of the post

This post is available as either a clinical or a non-clinical position.

The University intends to appoint a Professor of Public Health as soon as possible. The professor may be from any of the disciplines that contribute to public health. The appointee will have an outstanding track record of research and vision and commitment to extending the impact of public health and to teaching and training in the discipline.

The Professorship is associated with St Cross College, a multi-disciplinary graduate college located in the heart of the City.

Public health is a key strategic discipline for Oxford Medical Sciences Division and the University. Public health is pivotal to the University's many strategic contributions to research and capacity building in global health. Public health is also a central discipline domestically in providing evidence for improving population health for the NHS and is an important part of the curriculum for medical students.

Further information about the work of the Department of Public Health may be obtained by contacting the current head of department, Professor Ray Fitzpatrick (please email: sonja.needs@dph.ox.ac.uk). All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Duties of the post

The Professor of Public Health 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:

- Research and the general support of research in the subject and department.

- Teaching and examining at undergraduate and postgraduate level, particularly with involvement in the MSc and DPhil supervision.
- Headship of department: the professor would normally though not necessarily be expected to serve as head of department (an appointment to this office being made on a five-yearly basis).
- Working with the department's administrative team.

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:

- Substantial international reputation in scholarship and research in public health and excellent publication record in international journals.
- 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.
- The ability to contribute effectively to ensuring the long-term development of the subject, and to maintaining interest in the subject in Oxford and its wide recognition outside
- Commitment to providing effective teaching at undergraduate and postgraduate level.
- Ability to communicate effectively (written and orally).

Desirable:

- Experience of university governance and management, and of academic administration.

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.

The deadline for applications is **Monday 18 July 2011**.

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 Professorship of Public Health

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/pr/planingcycle/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 Medical Sciences Division

The department is part of the Medical Sciences Division, which also includes the Departments of Biochemistry and Experimental Psychology and the pre-clinical departments (the departments of Physiology, Anatomy and Genetics; Pathology; and Pharmacology) and clinical departments of the Medical School. The Division is one of the major centres for clinical and basic biomedical research in Europe, with more than 2,200 staff on the payroll and 800 postgraduate students. It achieved first or second place nationally in seven units of assessment in the 2008 HEFCE Research Assessment Exercise. The annual grant income from external sources for the Medical Sciences Division is over £165 million. The Division fosters the highest possible standards in research, teaching and patient care and seeks to recruit staff who share this vision.

Further information can be found on the website at <http://www.medsci.ox.ac.uk>.

The Department of Public Health

The Department of Public Health is based on the Division's Old Road Campus in Headington, close to the Churchill Hospital, Nuffield Orthopaedic Centre and Warneford Hospital. The Old Road Campus has been a major focus of rapid expansion in the University's health and medical research and is the location of many key groups and institutions with which Public Health collaborates, for example, the Clinical Trial Service Unit & Epidemiological Studies Unit (CTSU), the Cancer Epidemiology Unit (CEU), the Wellcome Trust Centre for Human Genetics and Nuffield Department of Orthopaedics, Rheumatology, and Musculoskeletal Sciences, who have recently attracted the Kennedy Institute to the site. The Department of Public Health is currently housed in the old Rosemary Rue Building, in a new but temporary modular building and on the ground floor of the Richard Doll Building (shared with CTSU and CEU). However, plans are now being developed for a new building on the Campus for Public Health to replace the Rosemary Rue Building. This university-led campus is well supported by academic services. The Bodleian Health Care libraries are represented on the campus by the Knowledge Centre, Old Road Campus. The Information Management Services Unit (IMSU) provides IT services and support to the department and campus generally.

The Department has around 150 staff with a broad range of the disciplines comprising public health and contributes research and capacity building to both international and domestic public health. In the Research Assessment Exercise 2008, 65% of the research of the department was rated four or three star. The Department's objectives are to provide a strong programme of research and teaching in public health, balancing domestic and NHS-focused work with international health. It aims to play a key role in support of Medical Sciences Divisional plans both in terms of global health and development of platforms technologies such as health evaluative methodologies. A strength of the department is its breadth of disciplines to pursue this aim, spanning clinical medicine and epidemiology, economics, ethics and law, social science and statistics.

While some senior posts are funded by HEFCE or departmental funds, several senior posts are externally funded either by NIHR / NHS or medical charities. This advertised post is the only statutory professorship in the department; a number of other members of the department have titular professorships. The Head is supported by a senior administrator (Anne Pope) who heads a team of other administrative and facilities staff. Almost all other posts are externally funded by external grant income.

Much of the research of the department is organised around the following groups: the British Heart Foundation Health Promotion Research Unit; the Centre for AIDS Interdisciplinary Research; the Centre for Health, Law and Emerging Technologies; Evidence Synthesis; the Health Economics Research Centre; the Health Services Research Unit; International Development and Health Research; the National Perinatal Epidemiology Unit; Offender Health Research; the Oxford Centre for Ethics and Communication in Health Care; the Unit of Healthcare Epidemiology. Further information about these groups can be found via the department's website: <http://www.dph.ox.ac.uk/research/>.

The Department is responsible for a number of undergraduate courses: introduction to medical sociology, introduction to medical statistics, both BM courses; public health for both graduate entry and graduate entry clinical medical students.

In 2005 the Department set up a highly successful MSc in Global Health Science. In the current year the course has admitted 22 full-time students from 16 different countries; a number of scholarships have funded overseas students to attend the course including Li Ka

Shing, Exxon Mobil, Gilead, Johnson and Johnson. The course is unique in placing significant emphasis upon a substantial overseas research attachment building the large and growing number of international links established by the department. The course has a very high number of applications per place. In 2010-11, a total of 43 full time students are registered for graduate research degrees, mainly the DPhil.

Income for the department including NPEU was approximately £12.2 million for the financial year 2009-10, largely derived from a central university HEFCE allocation of £2.2 million and external research grants of £8.9million. Its finances have always showed significant surpluses.

Organisation of the Department

A Public Health Management Group advises the head of department on academic and financial strategy and assists in monitoring departmental income and expenditure. A broader group of senior members of the department meets approximately monthly as a forum to discuss current issues.

A Public Health and Medical Sociology Teaching Committee supports and coordinates the undergraduate teaching of the department. A Graduate Studies Committee supports and coordinates both taught MSc and graduate research student supervision. Students are invited to attend both committees.

Further information is available on the website at <http://www.publichealth.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 from overseas. All Fellows and students enjoy equal membership of the Common Room.

An Official Fellowship of St Cross carries with it no 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 internal rates. The College provides a number of dinners per term which are useful for entertaining colleagues and visitors at favourable rates.

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

To engage in teaching and research and in clinical (if a clinical appointee) and administrative work under the direction of the head of the department.

For a clinical appointee:

Under conditions agreed upon between the Board of the Medical Sciences Division and appropriate agents of the NHS, the professor shall perform such clinical, administrative and other duties in the hospitals or general practices associated with the University, as the divisional board may determine or approve.

Salary, benefits and pension

For a clinical appointee:

The salary of the professorship will be based on the years of seniority of the successful candidate, plus any applicable NHS merit awards.

For a non-clinical appointee:

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.

For all appointees:

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. The normal retirement age is 65, but those who are able to demonstrate an interest in a later retirement date under the University's procedures (details are available on request) may retire at a later 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/ps/staff/codes/outsidecov.shtml>. 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

Clinical Professors are required to reside within the University (i.e. within twenty-five miles of Carfax, the central point of Oxford) during forty weeks in each academical year.

Non-Clinical 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.

Medical Defence Society

All clinical professors are required to belong to a medical defence society if they are involved in private practice (see below), and it is strongly recommended that those not involved in private practice maintain at least the basic cover provided by such bodies.

Private practice

Holders of clinical professorships are permitted to engage in private practice in the hospitals in Oxford on such terms as the Medical Sciences Board may from time to time determine, provided that such private practice

- (i) shall be undertaken only in the name of the individual clinician concerned;
- (ii) shall be subject to the same general arrangements as govern the holding of consultancies and outside appointments by university employees.

Relocation expenses

The University has a generous relocation expenses scheme for eligible staff, which covers removal and travelling expenses connected with relocation, as well as up to £6,500 to cover professional fees in appropriate cases. 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/ps/staff/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/ps/staff/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/ps/staff/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 will 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>).

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