

Job Description and Selection Criteria

Post	Hillary Rodham Clinton Chair of Women’s History
Department/Faculty	Faculty of History
Division	Humanities
College	St John’s College

Overview of the role

The establishment of the Hillary Rodham Clinton Chair of Women’s History as a Statutory Professorship reflects the importance that the University attaches to women’s history. The Hillary Rodham Clinton Professor will specialise in **any aspect** of women’s history from **any period and region** after 250 CE, and will have: broad interests in the field; an excellent record of innovative research and publications; the capacity to lead and inspire others; and an ability to communicate the importance of women’s history to a wide public.

As the Hillary Rodham Clinton Professor you will be a major historian and intellectual with outstanding publications, and you will be a champion for women’s history both externally and internally. You will be expected to lead the development of major new projects in the future which will support the growth of the field, including funded grant applications, workshops, course design, public events and outreach, broadly defined.

In Oxford there is a rich culture of work in women’s history and related areas. The Hillary Rodham Clinton Professor will play a crucial role in stimulating interactions between them. Women’s history is taught throughout our syllabus in outline, specialist and theme papers, as well as in historiography and methodology options. It is taught as part of social, political, cultural and economic history; it features alongside the history of gender, sexuality, and the body, and also alongside the histories of work and living standards, the histories of power and family life; and the histories of identity and subjectivity. It is a central topic of interest for many undergraduates, as well as being a focus for the research of significant numbers of postgraduate students and early career researchers. You will be a source of inspiration and support for all these people.

You will play a leading role in the Faculty’s main research centre for women’s history, acting as its Director from time to time, seeking funds to support it and helping to generate and maintain an exciting portfolio of activities. The centre brings together women’s, gender and queer histories from across the university. You will work with other colleagues and in particular, with the Jonathan Cooper Professor of the History of Sexualities, to shape its focus for the future. The centre is an especially important resource for early career colleagues and it has strong undergraduate and graduate involvement. It holds a range of seminars, lectures and workshops and hosts academic visitors.



History is one of the five contributing faculties to the interdisciplinary MSt in Women's, Gender and Sexuality Studies (WGSS), which is hugely competitive and internationally distinctive in its humanities focus. The convenors of that course have initiated under TORCH (The Oxford Research Centre in the Humanities) a lively programme entitled Intersectional Humanities, which is dedicated to research, debate and wide public engagement. You will organise an annual public lecture in women's history, which will be a major event in the Faculty's calendar, signalling the importance of the subject to a wide audience.

You will contribute to undergraduate teaching, including thesis supervision and delivering lectures, and you will devise a new undergraduate paper in women's history. Your main teaching responsibility will lie in the History Faculty's new 'Women's, Gender and Queer History' MSt and MPhil strand, and in supporting and supervising graduate students and early career scholars in the field. You will take a lead role in developing the strand's Core Course, which will be co-taught with colleagues, and in offering one Option paper, which would be available to History students and to WGSS students.

The post is a statutory (full) professorship (for a description of the different types of academic posts at Oxford, please see <https://hr.admin.ox.ac.uk/academic-posts-oxford>). Statutory professors are expected to take a prominent part in the administration of the Faculty, serving regularly on the Board, and being prepared to hold major offices. In addition to your role in the Faculty of History, you will be appointed as a Professorial Fellow of St John's College and will be expected to be an active participant in College life.

Applications for the post are particularly welcome from women and from black and minority ethnic candidates, who are under-represented in academic posts in Oxford. The History Faculty won a bronze Athena SWAN award in 2019 after a rigorous process of self-analysis. We are fully committed to creating an environment in which everyone, whatever their sex, race, gender, identity or sexuality can fulfil their potential. More details on the Faculty's work on equality, diversity and inclusivity are provided below.

If you would like to discuss this post and find out more about joining the academic community at Oxford, please contact the Chair of the History Faculty Board, Professor Rob Iliffe (robert.iliffe@history.ox.ac.uk). For queries about St John's College, please contact the President, Professor Dame Sue Black (president@sjc.ox.ac.uk). All enquiries will be treated in strict confidence and will not form part of the selection decision.

Duties of the post

As Hillary Rodham Clinton Professor of Women's History, you will be a member of the University and a professorial fellow of St John's College. You will be part of a lively and intellectually stimulating research community and will have access to the excellent research facilities that Oxford offers, as well as support from administrative staff in the History Faculty.

The main duties of the post are as follows:

Research and public engagement

- Maintain and enhance an internationally-recognised research profile, with a strong and sustained record of academic publication in the field of women's history;
- Develop and submit grant proposals to support your own research portfolio and that of at least one of the Faculty's research centres, and contribute to the collective research culture of the History Faculty;
- Lead the development of women's history in Oxford

- Develop international connections in research into women's history, working with colleagues in Oxford and at universities around the world;
- Disseminate research through participation in, and organisation of, University, national and international conferences and seminars, and through other media;
- Encourage research achievement among colleagues, manage and collaborate with research teams, and enhance the status and quality of the work produced by such teams within a positive research culture;
- Organise an annual public lecture in women's history, and generally strengthen the Faculty's impact and public engagement profile in the field, demonstrating the public value of research into women's history and maximising its practical applications beyond academia.

Teaching

- Lecture, or hold classes, in at least two of the three university terms, as organised by the Faculty, providing small group teaching (known as tutorials) as required;
- Contribute to undergraduate teaching, including supervision of theses and creating a new (second-year) Further Subject or a new (final-year) Special Subject paper;
- Lead, teach on, and develop the History Faculty's Master's strand in Women's, Queer and Gender History ensuring that it remains competitive with other leading Master's courses in women's history;
- Supervise a number of graduate research students, focusing on a broad range of topics;
- Participate in managing the progression of graduate research students within women's history;
- Participate in supervision, marking and examining as appropriate.

Wider contributions to the University and College

- Serve on the committee of the Faculty's women's history centre and / or one of the Faculty's other research centres, acting as Director from time to time and helping to devise, manage and take part in the activities of the Centre;
- Take on senior administrative roles relating to research, teaching and student admissions within the History Faculty;
- Support the development and alumni relations work of the History Faculty and the Humanities Division;
- Become a member of the Governing Body of St John's College (which includes Charity Trustee responsibilities) and undertake some college administrative duties, e.g. serving on college committees and other such activities.

Headship of Department/Faculty Board Chair

Every statutory professor who is employed by the University, unless individually exempted, has an obligation to accept headship of the department or faculty in which their post is held, if invited to do so by the divisional board.

Selection criteria

Your application will be judged only against the criteria which are set out below. You should ensure that your application shows clearly how your skills and experience meet these criteria.

The University is committed to fairness, consistency and transparency in selection decisions. Members of electoral boards (selection committees) will be aware of the principles of equality of opportunity, fair selection and the risks of bias. There will be both female and male board members of the electoral board for the Hillary Rodham Clinton Chair in Women’s History.

If, for any reason, you have taken a career break or have had an atypical career and wish to disclose this in your application, the electoral board will take this into account, recognising that the quantity of your research may be reduced as a result.

You will demonstrate the following:

Qualifications and experience	
Essential	An outstanding research and publication record in one or more areas of women’s history, with a substantial international reputation that will contribute to and enhance the profile of women’s history at Oxford
Essential	Experience of academic leadership
Research and public engagement	
Essential	Outstanding and innovative current and projected research in Women’s History
Essential	Broad vision and sufficiently wide interests to contribute effectively to the long-term development of women’s history as a subject at Oxford
Essential	Ability to communicate effectively the importance of women’s history within academia and beyond, including internationally and through the media
Desirable	Success in securing major external research funding, as well as the ability to encourage and assist others in making such applications
Desirable	Success in promoting a wide public understanding of women’s history and/or in demonstrating the impact of research in the field beyond the academy
Teaching	
Essential	Ability to educate and inspire students in women’s history at all levels, and a proven ability to foster a high level of achievement in graduate and undergraduate students
Essential	A commitment to the leadership and development of Oxford’s postgraduate programme in women’s history, ensuring that it continues to be rigorous, exciting and internationally competitive
Desirable	A demonstrable record of successful doctoral supervision and a commitment to graduate-level teaching, underpinned by the necessary technical skills to be able to teach and guide research on a broad range of themes within women’s history

Personal effectiveness	
Essential	Outstanding interpersonal skills and the intellectual ability to engage with, inspire and mentor colleagues, students and researchers at all levels, and to foster a positive, inclusive and productive environment in which to work and study
Essential	Professionalism as a colleague, and evidence of interest and effectiveness in promoting a culture of equality and diversity in the workplace
Essential	Willingness to take on senior administrative and leadership roles within the collegiate University
Essential	Interest and effectiveness in alumni relations, fund-raising for academic posts, student support and/or other relevant projects

How to apply

To apply, visit https://my.corehr.com/pls/uoxrecruit/erq_jobspec_details_form.jobspec?p_id=170261, then click on the **Apply Now** button on the 'Job Details' page and follow the on-screen instructions to register as a new user or log-in if you have applied previously. Please refer to the "Terms of Use" in the left hand menu bar for information about privacy and data protection. Please provide details of three referees and indicate whether the University may contact them without seeking your permission. Referees should not write directly to the University, but may be contacted at any stage in the recruitment process if the electoral board requests your references.

You will also be asked to upload a CV and a supporting statement. The supporting statement should explain how you meet the selection criteria for the post using examples of your skills and experience. This may include experience gained in education or employment, or during career breaks (such as time out to care for dependants).

The University and colleges welcome applications from candidates who have a disability or long-term health condition and is committed to providing long term support. The University's disability advisor can provide support to applicants with a disability, please see www.admin.ox.ac.uk/eop/disab/ for details. Please let us know if you need any adjustments to the recruitment process, including the provision of these documents in large print, audio or other formats. If we invite you for interviews, we will ask whether you require any particular arrangements at the interview. The University Access Guide gives details of physical access to University buildings www.admin.ox.ac.uk/access/.

All applications must be received by **12.00 noon UK time on Monday 4 March 2024**. Please upload all documents as **PDF files** with your name and the document type in the filename.

To return to the online application at any stage, please go to: www.recruit.ox.ac.uk. Please email recruitment.support@admin.ox.ac.uk should you experience difficulties using the online application system. Further help and support is available from www.ox.ac.uk/about_the_university/jobs/support/.

All applications will be acknowledged after receipt by automatic email from our e-recruitment system. **Please check your spam/junk mail** to ensure that you receive it.

All applications will be considered by the electoral board as soon as possible after the closing date. The electoral board is free to search for other candidates at this or any subsequent stage in its proceedings. You will be kept informed of the progress of your application at each stage, but in some cases there may be a delay while deliberations are ongoing. All shortlisted candidates will be interviewed and will be asked to give a short

presentation before the Faculty as part of the interview. The composition of the electoral board will be published in the University Gazette (www.ox.ac.uk/gazette/) when it is finalised.

The Faculty of History

The Faculty of History in Oxford is the largest in the UK, and one of the largest in the world. It finished first in the UK for 'Research Power' in the 2021 Research Excellence Framework and has an outstanding international reputation both for its scholarship and its teaching of undergraduate and graduate students. It has particular strengths in the history of the British Isles, the history of continental Europe, imperial and global history, the history of the United States, economic and social history, intellectual history, and the history of science, medicine, and technology. Within the Faculty there is also a department for the History of Art.

With the size of its History Faculty, its lively and varied research seminars and the major resources for research, which include, among others, the outstanding collections of the Bodleian Library and the University museums, Oxford offers a uniquely attractive research environment.

With the institution of both the Clinton and the Cooper statutory professorships, Women's, gender and queer history has a central place in the Faculty, featuring prominently in all our undergraduate and graduate teaching. The main research centre for women's history runs a very large programme of activities that attracts post-graduates and early career scholars as well as established scholars. We have a dedicated post in North American Women's History, currently held by Katherine Paugh. The Regius Professor of History Lyndal Roper is a historian of gender. Besides them, Oxford has a stellar community of historians of women and/or gender covering a wide range of different periods and places, including Ian Archer, Christina de Bellaigue, Natalya Benkhaled-Vince, Martin Conway, Matt Cook, Jane Garnett, Conrad Leyser, Sloan Mahone, Julia Mannherz, Maria Misra, Meleisa Ono-George, Senia Paseta, Ruth Percy, Sian Pooley, Hannah Skoda, Hannah Smith, Julia Smith and Selina Todd.

The History Faculty has recently undertaken a substantial reform of its undergraduate syllabus to place a greater emphasis on global history, on the study of themes across a range of historical contexts, and the further diversification of assessment. It is committed to the development of women's history, and is taking major steps to embed the study of women's history more firmly into undergraduate and postgraduate teaching. Within the new syllabus, there will be opportunities to develop collaboratively additional options in women's and gender history that cross geographical and temporal borders.

The Faculty of History provides a robust and supportive framework for research, including:

- Financial support for research travel, research assistance, and editorial help;
- A standard sabbatical leave system, with the possibility of additional special leave;
- Peer mentoring and career development review of research plans and progress;
- Research collaborations with other institutions;
- Energetic encouragement and support of externally-funded research projects, and for internal and interdisciplinary collaborations, through research centres;
- Support of, and engagement with, interdisciplinary teaching;
- Assistance in the formulation of research plans and funding bids.

The Faculty enables all its postholders to request up to £800 per year for research expenses, and makes additional funds available for organising conferences in Oxford. £30,000 of additional research support funding will be available from the Higher Studies Fund over the first three years of appointment. Postholders can apply for seed-corn funding for specific research projects from the University's John Fell Fund, which can then help applicants to secure major external funding. In addition, to assist newly-appointed postholders in the development and publication of their research, Faculty funds are available for each new postholder to hold a workshop at which colleagues can discuss drafts of their next monograph.

The Faculty received an Athena SWAN bronze award in 2019, and we seek to provide a fully equal, inclusive and diverse environment for staff and students alike. There are working groups on gender equality, race equality and equality for people with disabilities, and an Equality and Diversity Committee which considers and implements policy. The Faculty has measured its performance against the recommendations of recent Royal Historical Society reports on gender and race equality and we regularly and actively implement policy to address inequalities.

For more information about the Faculty please see www.history.ox.ac.uk or contact the Chair of the Faculty Board, Professor Rob Iliffe (robert.iliffe@history.ox.ac.uk).

Humanities Division

The Humanities Division is one of four academic divisions in the University of Oxford, bringing together the following faculties: Asian and Middle Eastern Studies; Classics; English; History; Linguistics, Philology and Phonetics; Medieval and Modern Languages; Music; Philosophy; Theology and Religion; the Ruskin School of Art. The Division has over 500 members of academic staff, approximately 4,100 undergraduates (more than a third of the total undergraduate population of the University), 1,000 postgraduate research students and 720 students on postgraduate taught courses.

The Division offers world-class teaching and research, backed by the superb resources of the University's libraries and museums, including the famous Bodleian Libraries, with their 11 million volumes and priceless early book and manuscript collections, and the Ashmolean Museum of Art and Archaeology. Such historic resources are linked to cutting-edge agendas in research and teaching, with an increasing emphasis on interdisciplinary study. Our faculties are among the largest in the world, enabling Oxford to offer an education in Arts and Humanities unparalleled in its range of subjects, from music and fine art to ancient and modern languages. The Oxford Research Centre in the Humanities (TORCH) is the Division's vehicle for promoting interdisciplinary collaboration, international networks, and public engagement with research, with a highly active programme of events, fellowships, and research networks. The current TORCH Director is Professor Christine Gerrard (Professor of English Literature).

The Humanities Division has embarked on a major building project on the Radcliffe Observatory Quarter, following the recent announcement of the £175 million gift to create the Stephen A. Schwarzman Centre for the Humanities. The Schwarzman Centre will serve as a dynamic hub dedicated to the Humanities. The building will bring together seven Humanities faculties, the Humanities Divisional Office, a new library and significant cultural and public engagement spaces in a space designed to encourage experiential learning and bold experimentation through cross-disciplinary and collaborative study. The Schwarzman Centre's public and performance spaces will also host the new Cultural Programme, working with outstanding artists, writers and thinkers from around the world to create and present world-class arts and culture in collaboration with university, local, national and international partners. The Faculty of History will move to the Schwarzman Centre upon the completion of the project.

For more information on the Humanities Division please visit: www.ox.ac.uk/divisions/humanities.html

St John's College

There are 39 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.

Established in 1555 as a constituent college of the University of Oxford, St John's College fosters excellence in education and research and is now one of the largest among Oxford colleges. Today, St John's is home to approximately 400 undergraduates and more than 200 graduate students. Most of the subjects on offer at Oxford University can be studied at the College.

The present Fellowship of the College includes 40 Tutorial Fellows, 11 Professorial Fellows, 14 Junior Research Fellows and 6 Supernumerary Teaching Fellows. All Fellows and some other staff are members of the Senior Common Room, which provides dining and social benefits. The Governing Body of the College, which has overall responsibility for all aspects of the running of the College, comprises the President (the head of the College) and 60 Fellows. A vibrant international community, it fosters intellectual rigour, creativity, and independence in its students, teachers, and researchers. The College supports a range of research activities including discussions, seminars, workshops, public lectures and visiting scholar schemes, as well as the Research Centre, which particularly emphasizes interdisciplinary approaches. While scholarly publication is naturally at the heart of our research endeavours, the fellowship is also committed to informing policy and public debate, and to teaching that is informed by research findings.

St John's College offers a Professorial Fellowship in association with the Hillary Rodham Clinton Chair of Women's History. The Professor will be a full member of the College's Governing Body and a Trustee of St John's College. You will be expected to attend Governing Body meetings and to participate in the administration of the College. Professorial Fellows may be asked to act as a college adviser for graduate students and as a mentor to one or more early career fellows. You will be expected to play a role in encouraging and developing the academic culture within the College.

The College's current Fellowship includes a number of Fellows in History: Professor William Whyte, nineteenth and twentieth-century architectural historian; Professor Hannah Skoda, historian of medieval Europe; Professor Alastair Wright, art historian; and Professor Georgy Kantor, a leading ancient historian.

Further information about the College is available at <http://www.sjc.ox.ac.uk>.

About the University of Oxford

Oxford's departments and colleges aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

Oxford's self-governing community of international scholars includes Professors, Associate Professors, other college tutors, senior and junior research fellows and over 2,500 other University research staff. 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. The current strategic plan can be found at <https://www.ox.ac.uk/about/organisation/strategic-plan-2018-24>.

Oxford's strengths lie both in empowering individuals and teams to address fundamental questions of global significance, and in providing all staff with a welcoming and inclusive workplace that supports everyone to develop and do their best work. Recognising that diversity is a great strength, and vital for innovation and creativity, Oxford aspires to build a truly inclusive community which values and respects every individual's unique contribution.

While Oxford has long traditions of scholarship, it is also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities. It consistently has the highest external research income of any university in the UK (the most recent figures are available at www.ox.ac.uk/about/organisation/finance-and-funding), and is ranked first in the UK for university spin-outs, with more than 130 spin-off companies created to date. Oxford is also recognised as a leading supporter of social enterprise.

Oxford admits undergraduate students with the intellectual potential to benefit fully from the 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 over 10,000. 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/about/organisation.

University Benefits, Terms and Conditions

Standard duties

The Professor shall undertake research, lecture and give instruction in Women's History.

The Professor will generally participate in the business and affairs of the relevant faculty or department.

Salary

Your salary will be determined after appropriate consultation. There is an annual 'cost-of-living' review. In addition you will be eligible for consideration, in regular reviews, for Professorial Merit Pay.

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

Pension

The University offers generous pension provision. You will be offered membership of the Universities Superannuation Scheme.

Details are available at <https://finance.web.ox.ac.uk/uss>.

Sabbatical leave

You will be eligible for sabbatical leave to allow you to focus on your 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.

Outside commitments

You may apply to spend up to 30 working days in each year on projects outside your employment duties, such as consultancy, spin-out activity and membership of research councils and other bodies. There is no limit to earnings from these activities without deduction from salary. Details of the approval process may be found at <https://hr.admin.ox.ac.uk/holding-outside-appointments>.

Guidance is also available on:

ownership of intellectual property

<https://governance.admin.ox.ac.uk/legislation/council-regulations-7-of-2002>

managing conflicts of interest

<https://researchsupport.admin.ox.ac.uk/governance/integrity>.

Membership of Congregation

Oxford's community of scholars governs itself through Congregation which is its "parliament". You will be a voting member of Congregation.

See <https://www.ox.ac.uk/about/organisation/governance> and

<https://governance.admin.ox.ac.uk/legislation/statute-iv-congregation> for further details.

Residence

You will be 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.

Housing

You may be eligible for assistance with housing: some rental accommodation is available for statutory professors moving to Oxford for their first year, and there is a Joint Equity Scheme which new statutory professors may be entitled to join, to help with the purchase of a home in Oxford.

General information about home rental and purchase is available at

<https://welcome.ox.ac.uk/housing>.

Relocation

Subject to UK tax regulations and the availability of funding, a relocation allowance may be available.

Family support

The University offers generous family leave arrangements, such as maternity, adoption, paternity and shared parental leave. Details are available at <https://hr.admin.ox.ac.uk/family-leave-for-academic-staff>. You will have considerable flexibility in the day-to-day organisation of your duties. Requests for flexible working patterns will be accommodated as far as possible.

You will be eligible to apply to use the University nurseries (subject to availability of places). For details of the nurseries and how to apply for places, please see <https://childcare.admin.ox.ac.uk/home>.

The University subscribes to Work and Family Space, a service that provides practical advice and support for employees who have caring responsibilities. The service offers a free telephone advice line, online support and informative webinars in addition to the ability to book emergency childcare through their online service Bubble. For more details, please see <https://hr.admin.ox.ac.uk/my-family-care>.

The Oxford University Newcomers' Club is run by volunteers, whose aim is to help the newly-arrived partners of visiting scholars, of graduate students and of newly appointed academic and administrative members of the University to settle in and to give them opportunities to meet people in Oxford. Further information is available at <https://www.newcomers.ox.ac.uk/>.

Welcome for International Staff

One of Oxford's great strengths is its truly international body of research and teaching staff from over 140 countries, and we welcome applications from academics across the world. We can help international staff and partners/families make the transition to Oxford. Information about relocation, living and working in the UK and Oxford is available at welcome.ox.ac.uk.

If you require a Global Talent visa, we have a dedicated Staff Immigration Team to support successful applicants through the immigration process from job offer through to arrival in the UK, subject to the eligibility criteria being met. Further information is available at <https://www.gov.uk/global-talent>.

Promoting diversity

The University is committed to recruiting and retaining the best people, whoever they are, to ensure equality of opportunity. The Vice Chancellor's Diversity Fund provides resources for innovative projects to promote diversity.

The Equality and Diversity Unit promotes good practice across the University by developing policies and offering training, and runs a range of support networks for staff. It works closely with Colleges, the Oxford University Student Union and external campaign groups.

Please see <https://edu.admin.ox.ac.uk/home> for details.

Other benefits and discounts for University employees

The University has a range of facilities and benefits for its staff, including discounted health insurance, sustainable travel schemes, and discounts in local shops and restaurants. Details are available at:

<https://hr.admin.ox.ac.uk/staff-benefits>

<https://hr.admin.ox.ac.uk/discounts>

Pre-employment screening

Your appointment would be subject to the University's standard pre-employment screening, as applicable to the post. If you are offered the post, you will be asked to provide proof of your right-to-work, your identity, and we will contact the referees you have nominated. You will also be asked to complete a health declaration (so that you can tell us about any health conditions or disabilities so that we can discuss appropriate adjustments with you), and a declaration of any unspent criminal convictions.

We advise you to read the notes for applicants at <https://jobs.ox.ac.uk/pre-employment-check>.

Length of appointment

The University operates an employer justified retirement age for all academic posts, for which the retirement date is 30 September immediately preceding the employee's 70th birthday.

The justification for this may be found at <https://hr.admin.ox.ac.uk/the-ejra>

For **existing** employees, any employment beyond the retirement age is subject to approval through the EJRA procedures. Further details can be found at <https://hr.admin.ox.ac.uk/the-ejra>

Equality of Opportunity

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. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.

Data Privacy

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at: <https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>.

The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

College Benefits, Terms and Conditions

As the Hillary Rodham Clinton Professor of Women's History, you would be entitled to a range of College benefits including:

- an annual Supplementary duties allowance of £5,551 per annum (taxable and pensionable)
- full membership of the Senior Common Room with meals
- private health insurance
- a Teaching and Research allowance of up to £5,000 per annum against allowable expenses
- access to part-purchase housing scheme

A study/teaching room in St John's College will be provided.

The College has a purpose-built college nursery that provides places for up to 26 babies and young children of College and University staff and students. Located beside the College sports ground off Bainton Road in North Oxford, the nursery incorporates a range of state-of-the-art facilities while being homely, warm and welcoming for babies and young children up to the age of 5 years. Further information is available via the nursery's website at: <http://www.baintonroadnursery.co.uk/>

You will be a member of the Governing Body of St John's College (a Charity Trustee) and will be expected to play a part in the governance and wider activities of the College.

The College sabbatical leave scheme allows Official Fellows to apply for one term's absence after six terms of service, two terms after 12 terms, or three terms after 18 terms. There is normally no deduction from stipend.

The College follows the University's employer justified retirement age policy for academic posts, as described above.