



Job Description and Person Specification

Post	Three University Lecturerships (NTF) in Computer Science (Software Engineering)
Department/Faculty	Department of Computer Science
Division	Mathematics, Physical and Life Sciences
College	In association with Kellogg College
Salary	<i>Currently up to £57,581</i>

Overview of the post

The Department of Computer Science proposes to appoint three University Lecturers in Computer Science (Software Engineering) with effect from 1 April 2013 and no later than 1 October, 2013. The successful candidates will also be appointed to Non-Tutorial Fellowships at Kellogg College.

Applicants are sought whose research falls within software engineering, broadly defined, and who can make an excellent contribution to the development and teaching of the department's Software Engineering Programme of part-time education.

Queries about the post should be addressed to Elizabeth Walsh at Elizabeth.walsh@cs.ox.ac.uk or telephone: +44 (0) 1865 283503.

All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Duties of the post

The three appointees to the university lecturerships will be members of both the University department's and Kellogg College's communities. They 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. They will have a role to play in the running of the College as members and trustees of its Governing Body.

The main duties of the posts are as follows:

Research

- to engage in original research in the field of software engineering or another related area of computer science;
- to secure research funding and engage in the management of research projects;
- to disseminate their research through publication in scholarly journals, participation in international conferences and seminars, and through other media;
- to engage in knowledge transfer activities.

Teaching

- to carry out teaching within the Software Engineering Programme and project supervision, under the direction of the Head of Department;
- to supervise graduate students.
- to undertake additional duties which are broadly equivalent to the teaching stint of six hours per week during full term undertaken by those University Lecturers who are Tutorial Fellows of colleges. As a member of the Software Engineering Programme staff, the head of department anticipates assigning these duties to that programme.

Examining

- to take part in University examining as and when requested to do so;

Administration

- to participate in the administration of the department as and when requested by the Head of Department;
- to take part in the administration and governance of the College by participation in the Governing Body and other committees.

Person specification

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. Chairs of selection committees 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 candidates will demonstrate the following selection criteria:

Essential:

- a) a doctorate in an appropriate field;
- b) a strong research record of international standing in the broad area of Software Engineering and evidence of research potential. The successful applicant will be expected to perform at a high level in REF 2014 and subsequent exercises;
- c) teaching experience in Software Engineering, and evidence of teaching ability;
- d) evidence of ability to work as part of a team;
- e) a convincing familiarity with the problems of large-scale, industrial software development.

Desirable:

- f) a track record of obtaining research funding;
- g) some experience of providing professional education;

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 **three** referees.

You should contact all three of your referees (not more than two of whom should be from the same institution) before applying, to ensure they are aware of your application and of the requirements for the post, and to ensure that they are willing to provide a reference for you for this post.

Candidates must ask their referees to consider the further particulars and write directly to the address below (fax +44 (0)1865 273832 or email is sufficient) so that references arrive by the closing date.

Applications should be sent to Job01@cs.ox.ac.uk or posted to PA to the Head of Department, Oxford University Department of Computer Science, Wolfson Building, Parks Road, Oxford OX1 3QD.

The deadline for applications is Friday 8th February, 2013.

Should you have any queries about how to apply, please contact Elizabeth Walsh Elizabeth.walsh@cs.ox.ac.uk or telephone: +44 (0) 1865 283503

Applications for these posts will be considered by a selection committee containing representatives from both the Department of Computer Science and Kellogg College. The selection committee is responsible for conducting all aspects of the recruitment and selection process; it does not, however, have the authority to make the final decision as to who should be appointed. The final decision will be made by the Mathematics, Physical and Life Sciences divisional board and the governing body of Kellogg College on the basis of a recommendation made by the selection committee. No offer of appointment will be valid, therefore, until and unless the recommendation has been approved by both the divisional board and the governing body, and a formal contractual offer has been made.

All applications will be acknowledged after receipt and will be considered by the selection committee as soon as possible after the closing date. All shortlisted candidates will be interviewed and will be asked to give a short presentation to the committee as part of the interview.

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

Essential Information for Applicants for the University Lecturerships in Computer Science (Software Engineering)

The University

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

Oxford's self-governing community of scholars includes university professors, readers, and lecturers, college tutors, senior and junior research fellows and over 2,500 other university research staff. The University aims to provide facilities and support for colleagues to pursue innovative research and outstanding teaching, by responding to developments in the intellectual environment and society at large, and by forging close links with the wider academic world, the professions, industry and commerce. The Strategic Plan, detailing strategy for the period 2008-12, can be found at <http://www.admin.ox.ac.uk/prs/planningcycle/stratplan.shtml>.

Research at Oxford combines disciplinary depth with an increasing focus on inter-disciplinary and multi-disciplinary activities addressing a rich and diverse range of issues, from deciphering ancient texts and inscriptions using modern scientific and computational methods developed in Oxford, through to global health, climate change, ageing, energy and the effects on our world of rapid technological change.

Oxford seeks to admit undergraduate students with the intellectual potential to benefit fully from the college tutorial system and small group learning to which Oxford is deeply committed. Meeting in small groups with their tutor, undergraduates are exposed to rigorous scholarly challenge and learn to develop their critical thinking, their ability to articulate their views with clarity, and their personal and intellectual confidence. They receive a high level of personal attention from leading academics.

Oxford has a strong postgraduate student body which now numbers about 7,000, well over a third of the full-time students. Postgraduates are attracted to Oxford by the international standing of the faculty, by the rigorous intellectual training on offer, by the excellent research and laboratory facilities available, and by the resources of the museums and libraries, including one of the world's greatest libraries, the Bodleian.

For more information please visit www.ox.ac.uk

Mathematics, Physical and Life Sciences Division

The Mathematical, Physical, and Life Sciences Division (MPLS) is one of the four academic divisions of the University. Oxford is widely recognised as one of the world's leading science universities. In the 2008 UK Research Assessment Exercise over 70% of research activity in MPLS

was judged to be world-leading (4*) or internationally excellent (3*), and Oxford was ranked first in the UK across the mathematical sciences as a whole.

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

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

The Department of Computer Science

The Department of Computer Science was originally established in 1957. It is one of the UK's leading Computer Science Departments (ranked first in a number of newspaper rankings, and third in terms of research power). In the RAE in 2008, 80% of the submitted research was found to be in the top two tiers, either 4* (world-leading) or 3* (internationally excellent). Many members of the Department are active in externally sponsored research, with both government and industrial funding. At present there are more than 50 members of academic staff and over 80 research staff.

The department has close links with government, industry, and other departments within the University. Among the latter are Mathematics, Engineering, Physics and a number of life sciences departments. It has a major role in the rapidly-developing field of e-Science, an essentially interdisciplinary activity which is at present attracting major funding from a number of sources. At present it holds £37m in external research contracts.

Currently, research in the department is managed in seven themes following a recent realignment and expansion of previous groups. *Programming languages and Software Engineering* (whose leadership is currently being decided) which includes Professors Oege de Moor, Jeremy Gibbons and Jim Davies, *Computational Biology* (led by Professor David Gavaghan, and including Professors Kevin Burrage and Helen Byrne) is one of the world's leading groups building computational models of biological systems. Software Engineering, together with Computational Biology, provides the main focus of the department's work on e-Science. Other themes in the department are *Foundations, Logic and Structures*, (leader, Professor Samson Abramsky) which includes groups working on quantum information and computation (Professor Abramsky and Professor Bob Coecke), game semantics and verification (Professor Luke Ong); *Algorithms* (led by Professor Georg Gottlob), including Professors Peter Jeavons and Elias Koutsoupias, *Information Systems* led by Professor Ian Horrocks and including Professors Stephen Pulman (Computational Linguistics), Georg Gottlob, Mike Wooldridge, Michael Benedikt and Thomas Lukasiewicz; *Verification* (leader Professor Marta Kwiatkowska) and including Professors Joel Ouaknine, Daniel Kroening, Tom Melham, James Worrell, Bill Roscoe and Gavin Lowe; and *Security* (led by Roscoe) which has recently been created to unite a number of existing and new academics working across this area and including a new *Cybersecurity Centre* established in 2012 (under the leadership of Professor Sadie Creese) and including Lowe.

Software Engineering Programme (SEP)

The appointees teaching duties will be performed for the SEP, the Computer Science department's highly successful programme of part-time postgraduate education aimed at software professionals working in industry. The programme has over 300 students working towards MSc degrees in

Software Engineering and Software and Systems Security. Students take three or four short modules a year, each based around a single week of intensive teaching. Each lecturer teaches four modules a year, usually in two different subjects, and provides supervision and guidance to a number of students - in particular, while they are working on their project.

There are 13 full-time academic staff in SEP, including these positions. We are looking for applicants who can contribute to teaching in SEP's existing subjects and contribute also in new areas that are natural extensions to the teaching programme.

For further details of SEP, see <https://www.cs.ox.ac.uk/softeng/>

Kellogg 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.

Kellogg College is the base for part-time and other adult students in the University. The President and Fellows of Kellogg College are committed to supporting the lifelong learning work of the University and to the expansion of opportunities for adult, part-time and professional development students. The College was inaugurated in 1990. Its current student body numbers 850.

Each appointee will become an Official Fellow of Kellogg College and a member of its Governing Body. Fellows are expected to play a full part in college life, both in the governance of the college and by acting as advisers to students. Fellows have the rights of Common Table, together with modest academic and library allowances.

Further details of the College can be found at <http://www.kellogg.ox.ac.uk/>

Standard Terms and Conditions

Salary, benefits and pension

Each successful candidate will be appointed on the Oxford scale for university lecturers (the combined University and College salary being in the range of £42,883 - £57,581). Lecturers appointed below the top of this range will receive annual increments until they reach the top point. There is also an annual 'cost-of-living' review. Departments may also, in wholly exceptional cases, propose the awarding within the substantive scale of additional increments to lecturers at any time during their appointment.

Additional remuneration is currently paid to those undertaking examining and graduate supervision.

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

Upon completion of an initial period of appointment (which is normally five years), a university lecturer is eligible for reappointment until retiring age, subject to the provisions of the Statutes and Regulations of the University. Evidence of lecturing competence and of substantial progress in research are prerequisites for reappointment to the retiring age.

At present the University's normal retirement date for academic and related staff is 30 September preceding the 66th birthday, except if the successful candidate can establish vested rights, as defined in the University's statutes (details available on request), to retirement at 67 or later, the date of retirement will not normally be later than the 30 September immediately preceding the 68th birthday.

For all academic and academic-related 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 lecturers 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.

Lecturers 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.

Relocation expenses

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

Family support

The University has generous maternity and adoption leave arrangements, and also offers support leave to fathers and partners. Details are available on the website at <http://www.admin.ox.ac.uk/ps/staff/family/> and <http://www.admin.ox.ac.uk/ps/staff/academic/matleave.shtml>.

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 under the UK's points-based migration system they will need to demonstrate that they have sufficient points, and in particular that:

- (i) they have sufficient English language skills (evidenced by having passed a test in English, or coming from a majority English-speaking country, or having taken a degree taught in English)

and

- (ii) that they have sufficient funds to maintain themselves and any dependents until they receive their first salary payment.

Further information is available at:

<http://www.ind.homeoffice.gov.uk/workingintheuk/tier2/general/>

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 post¹ and will be held in accordance with the principles of the Data Protection Act 1998 and the University's Data Protection Policy (available on the website at <http://www.admin.ox.ac.uk/councilsec/dp/policy.shtml>).

¹ But NB if the person appointed to the post is a migrant sponsored under the UK's points-based migration system, we are required to retain the applications of all shortlisted candidates for the duration of the sponsorship or for one year, whichever is the shorter.

PAY SCALE FOR UNIVERSITY LECTURERS WITH NON-TUTORIAL FELLOWSHIPS

(with effect from 1 August 2011)

Main Lecturer Grade (10a)		
Scale point	National Pay spine	Total Salary
11	52	£57,581
10	51	£55,908
9	50	£54,283
8	49	£52,706
7	48	£51,175
6	47	£49,689
5	46	£48,246
4	45	£46,846
3	44	£45,486
2	43	£44,166
1	42	£42,883