

SUPERNUMERARY FELLOWSHIPS

FURTHER PARTICULARS

Introduction

Exeter College is one of the 39 constituent colleges within the University of Oxford, and we are known for our warm, inclusive atmosphere. Founded in 1314, we are one of the oldest colleges in the University. The historic College site is located on the corner of Broad Street and Turl Street in a peaceful setting in the centre of the city, and we boast beautiful, historic features including a Neo-Gothic chapel, library and dining hall. In addition, we have a modern, spacious and multi-award winning new Quad based in Jericho, and a residential complex on the Iffley Road.

We are currently inviting applications for up to two (non-stipendiary) **Supernumerary Fellowships**. It is anticipated that one Fellowship will be in the Humanities or Social Sciences, and one in Mathematics, Science, or Medicine. The Fellowships are intended for scholars who are working within the University of Oxford as a postdoctoral researcher (i.e. as an independent research fellow, PI, or equivalent) and who do not hold a permanent academic post.

As a Supernumerary Fellow, you will be welcomed into the Exeter community, and through our various events you will have the opportunity to engage with a broad range of other Fellows and lecturers, and our students, in many different disciplines. The Fellowship will start on 1 September 2024 or as soon as possible thereafter, and will last for up to five years (non-renewable).

Eligibility

Supernumerary Fellows will hold an early-career independent research post either in the University of Oxford or in a research institute associated with the University, with an end-point at least twelve months from the date of taking up the Fellowship. Such independent research posts include (but are not limited to) a Leverhulme Trust Early Career Fellowship, a British Academy Postdoctoral Fellowship, a Royal Society University Research Fellowship, a Henry Dale Fellowship, or a UKRI fellowship.

Supernumerary Fellowships cannot be held in conjunction with a similar Fellowship, or a Governing Body Fellowship, at another Oxford College.

To confirm, these Supernumerary Fellowships are not open to those who have yet to complete their doctoral study; all candidates must be working at a post-doctoral level.

Duties

Supernumerary Fellowships have no specific duties for the College, as they do not constitute an employment. However, you will be encouraged to participate actively in the academic and social life of the College, and you may be invited to act as a College Adviser to graduate students. In addition, there may be opportunities for you to assist in the selection of undergraduate and graduate students of the College, and/or to undertake some teaching (these activities would be remunerated on a self-employed basis). Though Supernumerary Fellows are not members of the Governing Body of the College itself (and therefore do not shoulder the obligations of a Trustee), as members of the College they are encouraged to contribute to committees as part of the good functioning of the College community.

The College will support Supernumerary Fellows in their research by providing some research funding, and access to research and common room facilities.

Allowances

As above, Supernumerary Fellowships will be non-stipendiary, and so there is no remuneration associated with these appointments.

However, you will be a member of the Senior Common Room ('SCR') and you will be entitled to free lunch and dinner at the Common Table on the same terms as other Fellows (normally this will be lunch and dinner Monday to Friday, except when the College is closed, and at High Table on Wednesday and Sunday evenings in Full Term).

In addition, you will:

- a. be entitled to draw upon an Academic Support Allowance (currently £800 per annum), for research-related expenses;
- b. have access to shared workspace (shared with other Fellows who do not have an office in College);
- c. be invited to attend social and academic occasions on the same basis as other Fellows; and
- d. be eligible to serve as voting members of College committees.

Accommodation

The College regrets that it is unable to offer accommodation, or any kind of Housing Allowance in lieu of accommodation; however, advice about Oxford's large rental market can be offered.

The College is also unable to offer exclusive office space for Supernumerary Fellows. However, as above, we do have a dedicated shared room which may be used on an ad hoc basis for writing, research, etc, and which is available to Supernumerary Fellows (as well as other senior College members) if required.

Duration

Supernumerary Fellowships are tenable for a period of up to five years (full-time equivalent), contingent on you continuing to hold, in the University of Oxford or in a research institute associated with the University, the independent fellowship in place at the time of your appointment.

The Fellowship will be non-renewable.

Equality & Diversity

Exeter College welcomes diversity among its staff, students and visitors, recognising the particular contributions to the achievement of the College's mission which can be made by individuals from a wide range of backgrounds and experiences. Exeter College aims to provide an inclusive environment which promotes equality, values diversity and maintains a working, learning and social environment in which the rights and dignity of all its staff and students are respected to assist them in reaching their full potential. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her age, disability, gender reassignment, race, religion or belief, sex, sexual orientation, marriage, civil partnership, pregnancy, or maternity. In all cases, ability to perform the job will be the primary consideration. The College will make such adjustments to the application procedure, workplace and working arrangements as are reasonable to accommodate suitably qualified disabled applicants.

The College's policies on equality and diversity are available from the College's website: <http://www.exeter.ox.ac.uk/equality-and-diversity/>

Data Protection

All data supplied by applicants will be used only for the purposes of determining their suitability for the post. Information regarding the way we process your 'personal data', as part of the General Data Protection Regulation (GDPR) and Data Protection Act, can be found in the Privacy Policy published on our website at <https://www.exeter.ox.ac.uk/governance/>.

How to Apply

Applications, including the letter of support, should be sent by email to the HR Manager at vacancies@exeter.ox.ac.uk.

If possible, applications should be submitted as a single PDF file.

Applications must include:

- A full *curriculum vitae*;
- A covering letter (not exceeding 1000 words), written in non-technical language, and outlining:
 - the early-career independent research post that you will hold in Oxford;
 - the research or other academic activity that you will be undertaking in Oxford, together with an explanation of its significance;
 - details of the funding that you have secured, including the source and dates of the funding; and
- A letter of support from an academic colleague within the University of Oxford or a [current Fellow of Exeter College](#).

Samples of research or scholarly work should not be submitted with the application, but may be requested later.

The closing date for applications is **12pm noon on Wednesday 12 June 2024**. It is the responsibility of each applicant to ensure that their application and any supporting documentation arrives before the deadline.

Applications will be reviewed by the relevant selection committee, who will invite shortlisted candidates to attend a short interview.

If you have any queries, please the HR Manager by email at vacancies@exeter.ox.ac.uk