

**UNIVERSITY OF OXFORD**  
**Social Sciences Division**  
**OXFORD DEPARTMENT OF INTERNATIONAL**  
**DEVELOPMENT**  
**Queen Elizabeth House**



**UNIVERSITY LECTURESHIP IN MIGRATION STUDIES**  
**(Ref: VG-11-012)**

**OXFORD DEPARTMENT OF INTERNATIONAL DEVELOPMENT**  
**in association with Wolfson College**

**Grade 10a: Salary £42,733-£57,431 p.a.**

**Further Particulars**

The Oxford Department of International Development (ODID) seeks applications for a University Lecturer in Migration Studies. The appointment, which is for a permanent and full time post, will be from 1st October 2012 or as soon as possible thereafter. The closing date for applications is **12 noon UK time on Wednesday 18 January 2012**. It is hoped that interviews will take place in late February 2012.

The successful candidate will be offered a non-tutorial Fellowship at Wolfson College.

**Background**

The Department has recently established an MSc in Migration Studies jointly with the School of Anthropology and Museum Ethnography (SAME). The University Lecturer will make a key contribution to the teaching on this degree. The Department also has a two-year MPhil in Development Studies, in which Migration forms an important component; and also offers a one-year MSc in Refugee and Forced Migration Studies. A considerable number of DPhil students in International Development have dissertation topics in the field of migration studies.

The post-holder will be a member of the International Migration Institute (IMI), which is one of the six research groups at ODID. IMI is an interdisciplinary research group that aims to develop a long term and forward-looking perspective on international migration – seeing migration as an intrinsic part of broader processes of global change and development. The IMI was established in 2006 as one of the research institutes of the Oxford Martin School, which addresses major challenges facing humanity in the future. During its first six years, IMI has established an international reputation as a leading research centre on migration and development issues. IMI receives core funding from the Oxford Martin School and has been successful in obtaining research funds from a broad range of sources for a number of projects, including its *African Migration Programme* and its five-year

research programme *Global Migration in the 21st Century: Driving forces, future trends and policy challenges*.

Current IMI staff comprises two Co-Directors (Dr Oliver Bakewell and Dr Hein de Haas), one Departmental Lecturer, and 15 externally funded researchers, communication and administrative staff. IMI's research complements that of the other migration research centres in Oxford with whom it works closely: the Refugee Studies Centre (RSC), also part of the Oxford Department of International Development ([www.rsc.ox.ac.uk](http://www.rsc.ox.ac.uk)); and the Centre on Migration, Policy and Society (COMPAS) at the School of Anthropology ([www.compas.ox.ac.uk](http://www.compas.ox.ac.uk)). Further information on IMI can be found on its website: [www.imi.ox.ac.uk](http://www.imi.ox.ac.uk).

## **The Post**

### **General duties of a University Lecturer are:**

- i) to engage in research;
- ii) to co-operate in the work of the department in both term and vacation under the direction of the heads of the department. This will include the provision of teaching to graduates on taught courses;
- iii) to supervise research students;
- iv) to examine as required by the appropriate committees for the nomination of examiners.

The amount of teaching under (ii)-(iii) normally must not exceed an average of 288 teaching units<sup>1</sup> per year without approval by the Social Science and Life and Environmental Science Divisional Boards.

### **Teaching, supervising and research in the department will include specifically:**

- i) teaching on the MSc in Migration Studies, and the MPhil Development Studies including lectures, classes, convening courses and offering specialised 'Options' papers (e.g., option on migration and development);
- ii) supervising students for the MSc Migration Studies, the MPhil Development Studies and the DPhil International Development;
- iii) contributing to other taught courses in the Department;
- iv) undertaking management and administrative roles within IMI, in both term and vacation, – including taking responsibilities for the management of staff and research projects in collaboration with the IMI Co-Directors – and taking on other duties in ODID, under the direction of the Head of Department.

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<sup>1</sup> One hour paired tutorial = 1 unit; one hour lecture = 3 units; one doctoral student = 24 units; other types of teaching are weighted proportionally. This tariff is subject to local variation.

- v) publishing research findings, and writing articles for prestigious, peer-reviewed journals, chapters and books contributing to the departments' and University's academic reputation for excellence.
- vi) identifying new avenues of scientific inquiry, preparing proposals and fundraising for major new research grants in collaboration with colleagues in IMI.
- vii) disseminating research findings through both publications in peer-reviewed journals, chapters and books and also engagement with a wide range of policy makers, practitioners and other non-academic stakeholders – providing web content, consulting for international organisations and governments, media appearances and active contributions to public debates.

### **Selection criteria**

Candidates will be considered for the post on the basis of the selection criteria outlined below. The successful candidate must have:

- i) a doctorate in an appropriate discipline. The position is open to applicants from any social scientific discipline, including international development, anthropology, economics, international relations, politics, geography or sociology;
- ii) a strong research and publication record in migration studies, with a particular focus on origin country and development studies perspectives;
- iii) proven ability to present research findings effectively to fellow professionals, policy-makers, practitioners and other informed members of the public;
- iv) proven ability to contribute effectively to the administrative work and management of IMI and the wider Department;
- v) demonstrable ability and commitment to working effectively with colleagues as part of an interdisciplinary team; including good communications skills;
- vi) university teaching experience in migration studies and related areas, including experience of graduate teaching and research student supervision;
- vii) an excellent track record of securing funds for research and in leading and managing research projects and teams;
- viii) a demonstrated interest in policy and practice in the fields of migration studies and development studies and related areas; and
- ix) the ability and commitment to participate in the wider academic activities of the Department.

## Remuneration

The successful candidate will be appointed on the Oxford scale for university lecturers without tutorial fellowships (Grade 10a £42,733 - £57,431 p.a.). 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.

The lecturer will have the option of becoming or remaining a member of the Universities Superannuation Scheme (USS).

Additional remuneration is currently paid to those undertaking examining and graduate supervision. Additional payments are also available for some tutorial teaching. Those holding administrative appointments within the Department may be eligible for additional payments.

## How to apply

Please submit a letter addressing the selection criteria, a curriculum vitae, a list of principal publications, the names of three referees, and a completed application cover sheet (available at: <http://www.qeh.ox.ac.uk/vacancies>). **Please note that we cannot accept applications which do not include a completed application cover sheet.**

Applications, **quoting reference no. VG-11-012**, should be sent to: The Administrator, Ms Julia Knight, Oxford Department of International Development, 3 Mansfield Road, Oxford, OX1 3TB (recruitment@qeh.ox.ac.uk) for receipt not later than **12 noon UK time on Wednesday 18 January 2012**. (Separate application is not required for the college post.)

Email applications are also permitted (please send these to; recruitment@qeh.ox.ac.uk). There is no need to send a hard copy in addition to an email application. **If you send an application by post, please also send a copy via email to the address above. Applications which arrive after the deadline will not be accepted.**

Informal enquiries about the post can be made to **the Head of Department, Professor Valpy FitzGerald** (email: edmund.fitzgerald@qeh.ox.ac.uk, tel: 01865 281803).

Those candidates interviewed will be required to give a presentation on how their previous research would sustain their plans for future research and teaching at the Oxford Department of International Development.

All reasonable interview expenses will be reimbursed. The appointment will be subject to satisfactory completion of a medical questionnaire and the completion 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 new 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 basic 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.ukba.homeoffice.gov.uk/workingintheuk/tier2/generalarrangements/eligibility/>

(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.)

## **The Department**

The Oxford Department of International Development (ODID) is the focus for postgraduate teaching and advanced research on developing countries, and their relationship with the rest of the world, at Oxford University. ODID is located at Queen Elizabeth House in central Oxford, and is thus often known as "QEH". The Department is recognised as one of the leading international centres in its field (and was rated top in its Unit of Assessment in the 2008 RAE) and maintains a world-wide network of scholars and policy researchers in developing countries. It has close relationships with its disciplinary siblings at Oxford such as the Departments of Economics, Politics and International Relations, Area Studies, Anthropology and Public Health.

The Department comprises a core of some twenty senior academic staff engaged in teaching and research together with fifty research staff in five research centres - the Refugee Studies Centre, the International Migration Institute, the Young Lives project, the Oxford Policy and Human Development Initiative and the Technology and Management for Development Programme. ODID and the Department of Economics also lead, with the LSE, the large International Growth Centre recently established by DFID. These centres have support key research partner institutions in developing countries; and engage in extensive policy advisory work for governments, international agencies and civil society organisations.

ODID teaches over two hundred postgraduate students who include 60 DPhil candidates, another 60 on the two-year MPhil, and a further 120 students in four one-year MSc courses on Economics for Development, Forced Migration & Refugee Studies, Global Governance & Diplomacy, and Migration Studies. These programmes are research-led, and combine rigorous research methods training with applied thesis work which prepares students for both academic and policy careers. The Department is also home to a considerable number of post-doctoral fellows and academic visitors from a wide range of developing countries.

Further information about the Department can be found at: <http://www.geh.ox.ac.uk/>; and on the courses at [www.admin.ox.ac.uk/postgraduate/caz/deve.shtml](http://www.admin.ox.ac.uk/postgraduate/caz/deve.shtml)

## **Social Sciences Division**

The department is part of the Social Sciences Division, one of four academic Divisions in the University, each with considerable devolved budgetary and financial authority; and responsibility for providing a broad strategic focus across its constituent disciplines. Thirteen departments, one faculty, and three cross-divisional research units come under the aegis of the division which spans the full range of social science disciplines with links into the humanities and physical sciences (including Law, Management, Economics, Politics and International Relations, Sociology, Social Policy, Area Studies, Development Studies, Education, Anthropology, Archaeology, Geography, Public Policy).

There are over 700 academic staff, 2,700 graduate students (postgraduate taught and postgraduate research), and 1900 undergraduates working and studying in the division.

The division is established as a world-leading centre for research in the social sciences and regularly sits at the highest levels of international league tables of one form or another. It is the largest grouping of social science disciplines in the UK and it is also home to several of Oxford's most widely recognised teaching programmes, such as PPE, the BCL, the MPhils in International Relations, in Economics, and in Development Studies, and the nationally regarded PGCE. We believe that excellence in teaching and research is synergistic and remain committed to sustaining and developing the high quality of our activities in both these areas. Our departments are committed to research which develops a greater understanding of all aspects of society, from the impact of political, legal and economic systems on social and economic welfare to human rights and security. That research is disseminated through innovative graduate programmes and enhances undergraduate courses.

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

### **Wolfson College**

Wolfson College is pleased to be associated with this University Lecturership and will be offering a Governing Body Fellowship or Supernumerary Fellowship to the appointed candidate, depending on numbers on the Governing Body. If the appointment is made as a Supernumerary Fellowship, it is the College's intention to convert the Supernumerary Fellowship to a Governing Body Fellowship at the earliest opportunity. Information about the additional responsibilities and benefits of a Governing Body Fellowship will be provided at the appropriate time.

Wolfson is the largest graduate college in the university. There are approximately 550 graduate students and 136 fellows.

The college admits approximately 180 Students a year to study for postgraduate degrees and diplomas of the university: there is no restriction on subject. Unlike most Undergraduates, who are taught by their college, graduate students are taught by their Department or Faculty and so no fellow has specified teaching duties for Wolfson. Fellows do, however, teach undergraduates by arrangement with their colleges. Fellows also teach and supervise Graduates, who may be students of any college, including Wolfson.

There is a single Common Room for all fellows and students, which is shared with a large community of Members of Common Room and Visitors.

A Supernumerary Fellowship at Wolfson carries no additional stipend but all Fellows are entitled to various allowances such as for Common Table (an allowance covering lunch and dinner during the week and weekly Guest Nights, up to a fixed maximum).

Whilst having no specified College teaching duties for Wolfson, Supernumerary Fellows are sometimes asked to act as advisers for junior College members in related subjects, and to serve on College committees.

A Supernumerary Fellowship is subject to renewal every seven years.

## General Conditions of Service

1. Applications for this post will be considered by a selection committee containing representatives from both the Oxford Department of International Development and Wolfson 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 Social Sciences Divisional Board and the governing body of Wolfson 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.
2. 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. The University and the Oxford Department of International Development take the probationary period extremely seriously. Evidence of lecturing competence and of substantial progress in research are essential prerequisites for reappointment to the retiring age. Lecturers not meeting the required standards, as set out in the 'Guidance Notes for New Lecturers in the Social Sciences: Department of International Development', a copy of which will be given to new appointees, may not be recommended for reappointment.
3. For all academic staff the University has adopted a retirement age of 30 September before the 68th birthday. There is a procedure for requesting an extension of employment beyond that date.
4. All appointments are subject to the relevant provisions of the Statutes and regulations of the University in force from time to time, as published from time to time in the *University Gazette*.
5. All university lecturers, with other members of the academic staff and certain senior academic-related staff, are normally members of Congregation, which is the University's ultimate governing body. Congregation's approval is required for all university statutes or amendments to statutes, and for major policy decisions, and the members of Congregation constitute the electorate for ten of the members of the main executive body (the Council of the University) and for members of a number of other university committees. Twenty or more members of Congregation may initiate the discussion by Congregation of matters of university policy, and any two members may ask questions about the policy or administration of the University. The person appointed to this post will receive fuller details soon after he or she takes up the appointment.
6. The holder of this post is eligible to apply for sabbatical leave. In general, one term of sabbatical leave is available for each six terms of qualifying service: qualifying service is built up on a 'rolling' basis, so that leave which is not taken is not lost (although qualifying service does not accrue beyond the maximum of 18 terms). Further details are available on request.
7. The holder of this post will be provided with IT hardware and software by the Department of International Development, to whom queries concerning equipment and support should be addressed.
8. The University encourages links with industry and other outside bodies. Although the holding of outside appointments such as consultancies must be approved by the head of department, no limit as such is set on the amount of money individuals may receive in this way. The criterion is the amount of time such appointments take up: a maximum of 30 days per annum may be spent on such activities before any deduction in stipend is considered.
9. The Statutes and Regulations of the University record the extent of the University's claims to intellectual property, and the proportions in which exploitation revenues are shared with researchers. Copies of the relevant extracts are available on request.

10. All staff participate in the University's appraisal scheme, which is currently under review.
11. *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/>.
12. 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/>.
13. 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/>.
14. *Equality of opportunity*: The policy and practice of the University of Oxford require that all staff are afforded 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.  
  
Applications are particularly welcome from women and black and minority ethnic candidates, who are under-represented in academic posts in Oxford.
15. Where suitably qualified individuals are available, selection committees will contain at least one member of each sex. This document will be made available in large print, audio or other formats on request.
16. All data supplied by applicants 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.
17. *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/>