

GURU NANAK STIPENDIARY JUNIOR RESEARCH FELLOWSHIP

FURTHER PARTICULARS OF THE ROLE

JOB DESCRIPTION

Job Title: Guru Nanak Stipendiary Junior Research Fellow

The main purpose of the job is to undertake research related to the culture of the Panjab with particular reference to the teachings of and the traditions established by Guru Nanak.

Relationships:

1. Responsible to: Professor Imre Bangha
2. Liaison with: the Development Director; Communications Department; Accounts Department at Wolfson College, and members of the University Researcher Hub

Main Tasks of Job

- to undertake research related to the culture of the Punjab from c. 1450 CE to the present with particular reference to the teachings of and the traditions established by Guru Nanak;
- to publish in any disciplinary or interdisciplinary field of humanities and/or social sciences;
- to participate actively in the academic life of the College, including organisation of events related to the field of their expertise;
- to act as College Advisor to a number of Wolfson students;
- to conduct some tutorial teaching and lecturing if an opportunity arises;
- to be based in Oxford.

PERSON SPECIFICATION

Qualifications	hold, or be near completion of, a doctorate in a relevant discipline
Knowledge	<ul style="list-style-type: none"> - a high level of academic achievement, appropriate to the stage of the candidate's career, with evidence of and potential for producing excellent research; - evidence of high-quality publications (this includes papers or books published or accepted for publication); - a commitment to engage with current and forward-looking methodologies and theoretical approaches in the humanities or social sciences;
Skills	<ul style="list-style-type: none"> - excellent communication and presentation skills; - ability to work well independently and within a team; - excellent listening skills and the ability to approach sensitive situations with tact and confidentiality;

Personal Qualities	<ul style="list-style-type: none"> - an informed interest in the full range of academic duties of the post and in progressing to an academic post, whether at Oxford or elsewhere; - commitment to own professional development; - friendly and approachable demeanour.
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TERMS AND CONDITIONS:

Appointment:	The post is available from 1 January 2025 (or as soon as possible thereafter) for a period of two years and six months. It is full-time and a three months' probation applies.
Hours:	Working hours are 37.5 hours per week, normally worked Monday to Friday, between 9 am and 5 pm, with an unpaid 30 minutes' lunch break. There will be some flexibility around the working hours and start and finish times.
Annual Leave Entitlement:	39 days <i>pa</i> including Bank Holidays. The holiday year runs from 1 October to 30 September.
Salary and Benefits:	The salary for the 37.5 hours' week will be £40,500 per annum. Benefits include an attractive pension scheme, common table allowance for own meals in the College Hall (currently £58.00 per week) and free parking.
Notice period:	1 week during probation, 3 months thereafter.
Other conditions	The post is subject to obtaining satisfactory references, a satisfactory completion of the health questionnaire, satisfactory completion of the right to work check, and signing a contract of employment.

Equality of opportunity

The Equal Opportunities policy of the College requires that all staff are offered equal opportunities within employment. Entry into employment will be determined only by personal merit and the application of criteria related to the post. Subject to statutory provisions, no applicant 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.

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 2018 and the College Data Protection Policy (available on the website at <https://www.wolfson.ox.ac.uk/policies/data-protection-policy>)

APPLICATION:

Applications should be sent to the HR Department, Wolfson College, Oxford OX2 6UD, email: recruitment@wolfson.ox.ac.uk, by **4 p.m. on 20 September 2024** and should include:

- A completed application form,
- A full curriculum vitae (including a full list of publications),
- The names of two referees,
- Details of current and proposed research.

- Any additional information relevant to the application should be included in the covering letter.

Please email your complete application to arrive by the closing date to: recruitment@wolfson.ox.ac.uk. Please send as ONE .pdf file, with the application form on top. Candidates are encouraged to submit their applications well before the deadline.

Recruitment Monitoring Form - OPTIONAL – we encourage you to complete and return the optional Recruitment Monitoring Form, please send as a separate pdf. It does not form part of the application.

CLOSING DATE: **20 September 2024 – 4.00 p.m.**

Typed or clearly printed applications should reach the HR Department by the closing date.

The College reserves the right not to accept applications received after the closing date.

SHORTLISTING: Candidates short-listed for interview will be notified normally by email or telephone.

INTERVIEW DATE: **24 October 2024, pm**

No alternative interview date will be offered, but it may be possible to make different interview arrangements for overseas or long distance candidates.

Please note that the College regrets it is unable to offer financial assistance towards travelling expenses to attend the interview or for the job, visa fees and the Immigration NHS Surcharge in the current financial climate.