Gazette



Council and Main Committees	240
Congregation 10 December: Degree Resolution	eby
Council of the University: Register of Congregation	of
Congregation	240
Congregation 14 January: Degree by Resolution	y
Congregation 15 January: Voting on Legislative Proposal: Amendments to Chung Kin Kv Fund	vok
Notices	241
University Preachers: Hilary term	
Consultative notices: Consultation on the draft Univer Strategic Plan Social Sciences Board/Education Committee: Review of the Oxfo Internet Institute Review of the Oxford Centre for Buddhist Studies	n
General notices: Guidance notes for the holding of outside appointments and the conduct of outside work University of Oxford Staff Pensio Scheme: Report and accounts year ended 31 March 2012 Audit and Scrutiny Committee: Annual Report 2011-12 Reports issued by the internal auditors Mathematical Institute: Mathen and the Foundations of Compu- Science	on for the natics

- appointments: Mathematical, Physical and Life Sciences Medical Sciences Social Sciences
- isiting Professorships: Medical Sciences Social Sciences
- Recognition of Distinction: Ashmolean Museum Medical Sciences Social Sciences
- Fraduate Awards and Prizes: Social Sciences
- Electoral Boards: Professorship of Musculoskeletal Sciences King John II Professorship of Portuguese
- *Ausical Events:* Harris Manchester Queen's St John's St Stephen's House
- xhibitions: Pitt Rivers Museum

Examinations and Boards 245

- examinations for the Degree of Doctor of Philosophy Examinations for the Degree of Master of Philosophy
- Examinations for the Degree of Master of Science
- Changes to Examination Regulations: **Education Committee** Humanities Board Social Sciences Board

Advertisements	247
Notifications of Vacancies	250
University of Oxford	
Colleges, Halls and Societies	
External Vacancies	
Supplement included with this issu	e:
(1) to No 5009: Lectures and Semi	nars,
Hilary term 2013 2	215-238
Supplement published with this iss	ue:
*1 to Vol 143: University of Oxford	Annual
Review, 2011–12	

For details of University events, see the 'Events' page of the Staff Gateway: www.ox.ac.uk/staff/events

Council and Main Committees

Congregation

10 December

Degree by Resolution

This content has been removed as it contains personal information protected under the Data Protection Act.

Council of the University

Register of Congregation

Mr Vice-Chancellor reports that the following names have been added to the Register of Congregation:

Bateman, JC, New College Brindle, A, Medical Sciences Division Bukodi, E, Nuffield Cahill, TJ, New College Carlucci, A, Faculty of Medieval and Modern Languages Chen, R, Department of Clinical Neurology Colston, JM, Merton Coulson, TN, Jesus Davis, LC, New College Fait, P, New College Findlay, D, Saïd Business School Fitzgerald, J J, St John's Fogg, KW, Faculty of History Freeman, MJA, Lincoln Gravato-Nobre, MJPR, Hertford Hall, TC, Keble Husain, M, New College Iversen Fuger, AKN, Department of **Clinical Neurology** Jellard, KL, Saïd Business School Jerusalem, A, St Hugh's Jones, EC, Environmental Change Institute Lorenz, A, Environmental Change Institute Lowe, JJ, Christ Church Luther, DA, Medical Sciences Division Mckinlay, RJ, Development Office Miller, RB, Research Services

Minary, PG, Department of Computer Science Morton, JS, New College Mycock, LJ, Faculty of Linguistics, Philology and Phonetics Osborne, MA, Exeter Payne, RO, Centre for Clinical Vaccinology and Tropical Medicine Remington, AM, University College Rennick, CJ, Pembroke Ritter, AF, Wadham Robeson, S J, IT Services Rollier-Weissenburger, CS, Department of Paediatrics Salas, I, Faculty of Medieval and Modern Languages Sloman, PJ, New College Stagg, CJ, St Edmund Hall Stambach, AE, St Edmund Hall Taylor, BLS, New College Ter Haar, BJ, University College Toft, M, Brasenose Weber, AJG, Pembroke

Divisional and Faculty Boards

For changes in regulations for examinations see 'Examinations and Boards' below.

Congregation

Congregation

14 January

Degree by Resolution

This content has been removed as it contains personal information protected under the Data Protection Act.

Congregation	15 January

¶ The meeting of Congregation is cancelled. The sole business comprises questions to which no opposition has been notified and in respect of which no request for adjournment has been received, and Mr Vice-Chancellor will accordingly declare the legislative proposal carried without a meeting under the provisions of Sect 7 (1) of Statute VI (Supplement (1) to *Gazette* No 4633, 9 October 2002, p100).

Voting on Legislative Proposal: Amendments to Chung Kin Kwok Fund

For explanatory note and text of legislative proposal see *Gazette* No 5009, 6 December 2012, p206.

Note on procedures in Congregation

¶ Business in Congregation is conducted in accordance with Congregation Regulations 2 of 2002 (www.admin.ox.ac.uk/statutes/ regulations/529-122.shtml). A printout of these regulations, or of any statute or other regulations, is available from the Council Secretariat on request. A member of Congregation seeking advice on questions relating to its procedures, other than elections, should contact Mr P Burns at the University Offices, Wellington Square (telephone: (2)70193; email: paul.burns@ admin.ox.ac.uk); questions relating to elections should be directed to the Elections Officer, Ms S L S Mulvihill (telephone: (2)80463; email: elections.office@admin. ox.ac.uk).

Notices

University Preachers

Hilary term 2013

Thurs, 10 Jan, 8am: **The Revd Dr Teresa Morgan**, Oriel. *Holy Communion (Latin), St Mary's*

Sun, 13 Jan, 9.30am: **Dr Jonathan Katz**, St Anne's. *Latin Litany and Sermon, St Mary's*

Sun, 20 Jan, 10am: **The Very Revd Robert Grimley**, Corpus Christi. *Macbride Sermon*, *Hertford*

Sun, 3 Feb, 2pm: **Sister Helen Prejean**, CSJ, New Orleans. *University Sermon on the Grace of Humility, Mansfield (held at Harris Manchester)*

Sun, 10 Feb, 5.30pm: **The Revd Richard Coles**, St Mary's, Finedon. *University Sermon (intercollegiate Evensong), St Mary's*

Sun, 24 Feb, 10.30am: **The Rt Revd Richard Foster**, Bishop of Portsmouth. *University Sermon, St Mary's*

Sun, 3 Mar, 6pm: **The Ven Sheila Watson**, Archdeacon of Canterbury. *Sermon for the Annunciation of the Blessed Virgin, Oriel*

Consultative notices

Consultation on the draft University Strategic Plan

On 5 November 2012, Council approved the draft of the University Strategic Plan, contained in a supplement to the Gazette of 29 November 2012, as a document for wide consultation across the University during Hilary term 2013. Submissions on the draft plan are invited from all bodies within the collegiate University as well as from individuals. Responses should be sent to strategic.plan@admin.ox.ac.uk by the end of ninth week of Hilary term. Responses will be posted online at https:// www1.admin.ox.ac.uk/pras/strategicplan, unless permission is withheld. An electronic version of the draft Strategic Plan will also be posted on this site. A Discussion on the topic of The University's Draft Strategic Plan (2013/14-2017/18) will take place at the Congregation meeting on 19 February (week 6); further details about the arrangements will be published in a future issue of the Gazette.

Social Sciences Board/Education Committee

REVIEW OF THE OXFORD INTERNET INSTITUTE

The Social Sciences Board and the Education Committee will jointly conduct a review of the Oxford Internet Institute as part of Council's programme of rolling reviews of faculties and departments. This review will take place on **4 and 5 February**.

The review committee's terms of reference are:

1 To review the quality of academic activities in the department, by reference to:

- international standards of excellence
- action taken since the last review of the department
- planning statements at departmental and divisional level, and in the context of the University's mission statement and corporate plan.

In particular:

(a) the quality of the research of the department, including its participation in interdepartmental, interdivisional and interdisciplinary activities, its research profile and strategy, and future challenges and opportunities;

(b) the quality of undergraduate and graduate programmes and their delivery and related issues, including:

- · access and admissions
- curriculum design and programme structure
- teaching, learning and assessmentthe relationship between teaching
- the relationship between teachin and research
- academic and pastoral support and guidance
- the provision and use of learning resources (including staff resources)
- specific arrangements for the pursuit of graduate studies (including research degrees and research training and provision for part-time study)
- relationships with colleges
- quality assurance mechanisms;

(c) the organisation of the department, its management structures and the relationship between the department and the division, including such matters as:

 strategic planning (including relationship to the divisional five-year plans and the University's Corporate Plan)

- academic and non-academic staff planning and recruitment
- student number planning
- terms of appointment for academic staff, including career development and equal opportunities issues
- accommodation and future space needs
- fundraising;

(d) the relationship (structural and operational) between units within the department, and between the department and cognate subject areas and colleges to which it is linked in teaching and research.

2 To consider the current and longterm financial position of, and funding arrangements for, the department, and its financial strategy.

The Review Committee would welcome written comments on matters falling within its terms of reference, given above. These should be sent to the Divisional Secretary for Social Sciences, Rachel Meyrick (email: rachel.meyrick@socsci.ox.ac.uk) by **31 January**.

Review of the Oxford Centre for Buddhist Studies

The Joint Committee for the Recognised Independent Centres has responsibility for overseeing the operation of agreements the University has with each Recognised Independent Centre. As part of an ongoing process in which each centre is to be reviewed in turn over a period of years, the Committee is to conduct a review of the Oxford Centre for Buddhist Studies during Hilary term. The review will focus on issues covered by the agreement. The standard form of the agreement is available on request from the Secretary to the Joint Committee, Mr Paul Burns, Council Secretariat, University Offices, Wellington Square, Oxford OX12JD (email: paul.burns@ admin.ox.ac.uk).

The Joint Committee would welcome for its review written comments on any matters falling with the terms of the agreement. Written comments should be sent to the Secretary to the Joint Committee, Mr Paul Burns, by no later than **25 January**.

General notices

Guidance notes for the holding of outside appointments and the conduct of outside work

This guidance note should be read in conjunction with Council Regulations 5 of 2004.

(1) PROCEDURES FOR APPLYING FOR APPROVAL TO HOLD OUTSIDE APPOINTMENTS

(a) Applicants must complete an application form available at: www.admin. ox.ac.uk/personnel/staffinfo/academic/ approvaltoholdoutsideappointments.

(b) Applicants whose salaries are funded from externally funded research grants or contracts, or who are Principal Investigators (PIs) or Co-investigators on outsidesponsored projects, must adhere to the terms and conditions stipulated by or agreed with the sponsor and, if necessary, seek written approval from the sponsor¹. If you are in any doubt, please contact Research Services staff for advice on the terms and conditions of externally funded research grants and contracts held by the University (tel (2)70143).

(c) Applicants must obtain the approval of their direct line manager where relevant.

(d) When the necessary approvals have been obtained from the relevant line manager or sponsor (as appropriate), applicants should submit the completed form to their head of department², who will be asked to sign to confirm that he/she is content to approve the outside commitment in the context of the applicant's University duties.

The person who signs the forms should be:

- the head of department² or faculty board chairman; or
- the head of division if the applicant is a head of department, or the application is for a total of more than 30 days per year; or
- the line manager of the senior officer making the application (where applicable). For the avoidance of doubt, the application should be made to the Vice-Chancellor in respect of each of the Pro-Vice-Chancellors with portfolio, the heads of division, the Registrar and Bodley's Librarian. In the case of the Vice-Chancellor, he or she should submit an application to the Chancellor;
- the person at the next higher level of authority if the head of department (or equivalent) has an interest in the appointment or activity.

(e) Applicants must ensure that they are familiar with the University's policy and procedure on conflict of interest (www. admin.ox.ac.uk/researchsupport/integrity/ conflict). If they have any concerns about potential conflicts implicit in their proposed arrangements they should approach the secretary of the Conflict of Interest Committee (www.admin.ox.ac.uk/ researchsupport/integrity/conflict/policy).

(f) If the outside appointment is arranged via Oxford University Consulting (see section 2 below) and approval is granted for the outside appointment, the applicant will enjoy a measure of protection under the University's insurance arrangements (see www.admin.ox.ac.uk/researchsupport/ oxonly/contracts/consulting/faqs). If the outside appointment is arranged privately the individual (or the company) will need to hold their own insurance cover (see www. admin.ox.ac.uk/researchsupport/oxonly/ contracts/consulting/private).

(2) OXFORD UNIVERSITY CONSULTING

The University's wholly owned subsidiary company, Isis Innovation Limited, has a division, Oxford University Consulting (OUC) (www.isis-innovation.com/ consulting/index.html), to help members of the University to market their expertise to outside bodies, to negotiate commercial terms and payment on behalf of individuals, and to manage the administration associated with consultancy. OUC offers a professional service for academics and departments throughout the University, which will identify consultancy and related opportunities with local, national and international companies and organisations. Details of this service may be obtained by telephone ((2) 80829) or by email (consulting@isis.ox.ac.uk).

Members of the University choosing to use the services of OUC must still follow the internal procedures for University approval of their outside appointments as outlined in this guidance note; OUC will, however, assist the process on behalf of the individuals concerned. Please see the University's Consulting Policy and Procedures (www. admin.ox.ac.uk/researchsupport/contracts/ consulting).

(3) CONSULTANCIES WITHIN RESEARCH GRANT APPLICATIONS AND CONTRACTS

The holding of a consultancy may be included where appropriate within research grant applications and contracts. Where consultancies are included in this way and provision is made through the payroll to pay staff for such work, the Outside Grants (OG) form should itemise, among the costs of the project, the costs of the consultancy payment (including employer's on-costs). Indirect costs should also be calculated on the total cost of the project, including the fee for the consultancy.

The PI should personally ensure that their Oxford colleague (acting as consultant on the project) understands the conditions under which they are being engaged (eg tasks to be undertaken, due dates, payment, intellectual property provisions etc). This would normally be done in a meeting between the PI and the consultant (a brief follow-up email exchange to note what was agreed may also be appropriate). Time spent on such consultancies will count towards the 30-day limit.

If a department wishes to make personal payments to a University of Oxford staff member from a research account, these payments must go through the University payroll. Departments should use the Payroll Change Form (stocks are held in each department). The form entitled 'Payment to Academic or Academic-related staff in respect of consultancy and/or services to industry' is no longer in use.

(4) SERVICES TO INDUSTRY AND OUTSIDE BODIES

Not all work for outside bodies is governed by a contract with an external sponsor under the University's research grants and contracts procedures. Some is likely to be 'service' work, ie the provision of a service to an external organisation which is not of academic benefit but which makes use of spare capacity in a department (most often specialist facilities/equipment) in return for payment. Such arrangements should nevertheless be covered by an agreement approved by the head of department which is drawn up in consultation with the departmental administrator and (for tax reasons) with the Finance Division. Customers must be made aware of the University's standard conditions of sale and supply (available from the Legal Services Office (LSO)), which must be incorporated into all contracts (subject to any variations required on a case-by-case basis, and drafted or endorsed by the LSO).

A department may well wish to engage Oxford University Consulting to arrange these service agreements with third parties (see www.isis-innovation.com/ consulting/index.html). Where appropriate a payment may be made through the payroll to individuals for the additional work undertaken in performing the services. It is expected that the head of department will decide on an appropriate fee to be paid to the individual based on the time

¹The Wellcome Trust's grant conditions, for example, include stringent conditions relating to the holding of consultancies and these apply equally to individuals who are in receipt of Wellcome Trust research grants, as well as to those whose salaries are paid from Wellcome Trust grants.

²Throughout this document, the term 'head of department' should be taken to include chairman of faculty board.

spent (which again will count towards the 30-day per year limit). In such cases, where an agreement has been made with the University in respect of the service, it is not expected that a further personal consultancy agreement with the academic concerned will be necessary.

(5) FINANCIAL ARRANGEMENTS FOR OUTSIDE APPOINTMENTS

The University does not generally (except in the case of consultancies for which the information is requested for the annual HE-BCI survey) seek details of remuneration which applicants are to receive in return for outside commitments, but reserves the right to request to be provided with such details in certain circumstances, eg in the light of any potential conflict of interest with the outside commitment. Applicants wishing exceptionally to make a case to spend a total of more than 30 days in any one year on outside commitments will be required to provide details of remuneration.

(6) MONITORING AND REPORTING OF OUTSIDE APPOINTMENTS

(a) Heads of department are responsible, through their departmental administration, for keeping records of the number of days spent on outside commitments by all staff (regardless of staff group) in their departments.

(b) Departments and divisions are responsible for reporting the details of all outside commitments held by staff via the OpenDoor system by the end of September each year.

University of Oxford Staff Pension Scheme

REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2012

The Report and Accounts of the Scheme for the year ended 31 March 2012 have now been published. Copies may be obtained on application to Jan Killick, Secretary to the Trustees of the University of Oxford Staff Pension Scheme, University of Oxford, 23-38 Hythe Bridge Street, Oxford OX1 2ET (tel: Oxford 616164).

Audit and Scrutiny Committee

ANNUAL REPORT 2011-12

The Annual Report of the Audit and Scrutiny Committee for 2011–12 has now been posted on the intranet at https://www1.admin. ox.ac.uk/councilsec/oxonly/auditrep.

REPORTS ISSUED BY THE INTERNAL AUDITORS

The following reports issued by the internal auditors were accepted by the Audit and

Scrutiny Committee at its meeting on 14 November 2012:

Focused reviews

- Value for Money
- Risk Management
- Treasury Management
- Saïd Business School
- Experimental Medicine
- Fundraising and Development

The executive summaries of these reports have now been posted on the intranet at www.admin.ox.ac.uk/councilsec/oxonly/ auditrep. The full reports may be consulted by members of Congregation at the University Offices by arrangement with the Senior Assistant Registrar (Assurance), Sally Vine (email: sally.vine@admin.ox.ac.uk, tel: (2)80179).

Mathematical Institute

MATHEMATICS AND THE FOUNDATIONS OF COMPUTER SCIENCE

Hilary term 2013

The Supervisory Committee has agreed to seek permission to change the course on Axiomatic Set Theory from Schedule I to Schedule II. There will be no change in the material of the course itself.

Appointments

Mathematical, Physical and Life Sciences

HEAD OF THE DEPARTMENT OF EARTH SCIENCES

The Mathematical, Physical and Life Sciences Board has conferred the Headship of the Department of Earth Sciences upon **Professor Gideon M Henderson**, MA Oxf, PhD Camb, Professor of Earth Sciences and Fellow of University College, for a period of 3 years from 1 January 2013.

Medical Sciences

APPOINTMENTS

Grunewald, K, Dr rer nat Friedrich Schiller, Dipl. Professor of Structural Cell Biology with immediate effect.

REAPPOINTMENTS

University Lecturer

Richard Wade-Martins, MA Camb, DPhil Oxf, Tutor in Medicine, Christ Church, and University Lecturer in Biomedical Sciences, has been reappointed until the retiring age with effect from 1 February 2013.

CONFERMENTS OF TITLE

The Medical Sciences Board has conferred the title of University Research Lecturer on the following:

Maciej Boni, AB, MS, PhD; Sir Henry Dale Fellow, Oxford University Clinical Research Unit Vietnam; MRC Centre for Genomics and Global Health, Centre for Tropical Medicine

Louise Bowman, BA, MB BS, MD, CESR, MRCP; Clinical Research Fellow, Clinical Trial Service Unit

Roi Cohen Kadosh, BA, PhD; Wellcome Trust Research Career Development Fellow, Department of Experimental Psychology; Junior Research Fellow and stipendiary Lecturer in Experimental Psychology, Jesus; non-stipendiary Lecturer in Experimental Psychology, St Hugh's

Omer Dushek, BSc, PhD; Sir Henry Dale Fellow, Sir William Dunn School of Pathology; Research Fellow, Centre for Mathematical Biology

Alexander John Frater, MA, PhD, FRCP; Principal Investigator and Honorary Consultant, Infectious Diseases and General Medicine, Nuffield Department of Clinical Medicine and Radcliffe Hospitals NHS Trust

Ester Hammond, BSc, PhD; Cancer Research UK Junior Group Leader, Gray Institute for Radiation Oncology and Biology

Neil Herring, BM BCh, MA, DPhil, MRCP; Clinical Lecturer, Department of Physiology, Anatomy and Genetics; Tutor and Fellow in Biomedical Sciences, Keble; College Lecturer in Medicine, Merton

Ned Jenkinson, BSc, PhD; postdoctoral Research Fellow, Nuffield Department of Clinical Neurosciences

Paul McGale, BSc, MSc, PhD; Medical Statistician, Clinical Trial Service Unit

Eric O'Neill, BA, MPhil, PhD; Cancer Research UK Junior Group Leader, Gray Institute for Radiation Oncology and Biology

Daniel Paris, PhD, MD, DTMandH; Rickettsial Research Coordinator, Oxford Asia Tropical Medicine Research Network; Head of Rickettsiology, Mahidol Oxford Research Unit, Centre for Tropical Medicine

Patrick Pollard, BSc, PhD; Beit Memorial Fellow, Centre for Cellular and Molecular Physiology Arturo Reyes-Sandoval, BSc, MSc, PhD; Wellcome Trust Career Development Fellow and NDM Scientific Leadership Fellow, Jenner Institute

Eduard Sanders, MPH, PhD, MD; Project Director and Academic Advisor, Kenya Medical Research Institute, Kilifi; Senior Clinical Researcher, Centre for Tropical Medicine

Rebeccah Slater, BSc, MSc, PhD, ARSM; Wellcome Trust Career Development Fellow, University College London and Nuffield Department of Clinical Neurosciences; Lecturer in Biomedical Science, Lady Margaret Hall

Charlotte Stagg, BSc, MB ChB, DPhil; GSK Junior Research Fellow in Biomedical Imaging, St Edmund Hall; postdoctoral Researcher/BRC Research Fellow, Plasticity and Disease Group, Oxford Centre for Functional MRI of the Brain

Mark Stokes, BA/BSc, PhD; Head of Attention Group, Oxford Centre for Brain Activity

Linda Troeberg, BSc, PhD; Arthritis Research UK Career Development Fellow, Kennedy Institute of Rheumatology

Liz Tunbridge, BSc, MSc, DPhil; Royal Society University Research Fellow, Department of Psychiatry; Supernumerary Fellow, University College

Dejan Zurovac, PhD, MD; Senior Epidemiologist, Centre for Tropical Medicine

Social Sciences

APPOINTMENTS

Dr Simon Quinn, BEcon LLB Queensland, MPhil DPhil Oxf, Fellow of St Antony's. University Lecturer in Development Economics from 1 January 2013 to 31 December 2017.

Visiting Professorships

Medical Sciences

The Medical Sciences Board has conferred the title of Visiting Professor of Molecular Medicine on **Professor J Knowles**, BSc, PhD, for a further period of five years from 1 September 2012.

Social Sciences

The Social Sciences Division has, on the recommendation of the Faculty of Law, reconferred the title of Visiting Professor in International Law on **Sir Franklin**

Berman, QC. From 1 January 2013 to 31 December 2015.

The Social Sciences Division has, on the recommendation of the Department of International Development, conferred the title of Visiting Professor on **Professor G Loescher**, BA California, MA California State, PhD Lond. From 1 January 2013 to 31 December 2015.

The Social Sciences Division has, on the recommendation of the Faculty of Law, conferred the title of Visiting Professor of Law on **Professor D Nelken**, BA PhD DipCrim Camb. From 1 October 2013 to 30 September 2015.

The Social Sciences Division has, on the recommendation of the Faculty of Law, conferred the title of Visiting Professor of Law on **Justice Kate O'Regan**, BA LLB Cape Town, PhD Lond. From 1 January 2013 to 31 December 2015.

Recognition of Distinction

The following titles have been conferred on behalf of the Recognition of Distinction Committee:

Ashmolean Museum

Brown, CPH, MA Oxf, PhD Lond, Director of the Ashmolean Museum and Fellow of Worcester, Professor of Netherlandish Art, with immediate effect.

Medical Sciences

Rocha, V G, Medicine Federal University of Minas Gerais, MSc PhD Paris VII, Professor of Haematology in the Department of Haematology, with effect from 1 October 2012.

Social Sciences

Keep, E J, BA Royal Holloway, PhD Warw, Professor of Education, Training and Skills in the Department of Education, with effect from 1 April 2013.

Graduate Awards and Prizes

Social Sciences

DEPARTMENT OF POLITICS AND INTERNATIONAL RELATIONS

Janina Dill, Wolfson, has won the 2012 Dasturzada Dr Jal Pavry Memorial Prize. Title: 'The definition of a legitimate target in US air warfare: a normative enquiry into the effectiveness of international law in the conduct of hostilities' Miriam Bradley has won the 2012 Bapsybanoo Marchioness of Winchester Thesis Prize. Title: 'Protecting civilians in internal armed conflict: the international committee of the Red Cross and the office of the United Nations High Commissioner for Refugees'

Jack Seddon, St John's, has won the 2012 Deirdre and Paul Malone Thesis Prize for Politics and International Relations. Title: "Timing is everything: enduring organisational power and institutional change in transnational financial governance and beyond'

Electoral Boards

Composition of Electoral Boards

The composition of the electoral boards to the posts below, proceedings to fill which are currently in progress, is as follows:

Professorship of Musculoskeletal Sciences

Appointed by

Professor N Rawlins	Mr Vice-Chancellor ¹	
The Warden of Wadham ex officio		
Professor Sir John Bell	Medical Sciences	
	Division	
Professor A Buchan	Medical Sciences	
	Division	
Professor A Carr	Medical Sciences	
	Division	
Professor A Cook	Medical Sciences	
	Division	
Dr T Berendt	OUH NHS Trust	
Professor Sir Alex	Royal College of	
Markham	Physicians	
Professor Sir Ravinder	Council	
Maini		
Professor F Powrie	Council	
Dr S Goss	Wadham	

King John II Professorship of Portuguese

Appointed by

The Dean of Christ Church	Mr Vice-Chancellor ¹
Dr K Hilliard	The Master of St Peter's
Professor A Feijó	Council
Professor D Jackson	Council
Professor S West	Humanities Division
Professor D R	Faculty of Medieval and
Brookshaw	Modern Languages
Dr S Parkinson	Faculty of Medieval and
	Modern Languages
Professor C Pazos	Faculty of Medieval and
Alonso	Modern Languages
Dr C Williams	St Peter's

¹Appointed by Mr Vice-Chancellor under the provisions of Statute IX, Sect 10 and 11.

Musical Events

Harris Manchester

ORGAN RECITALS

17 Jan, 1.30pm: Robert Smith, Somerville 17 Jan, 8pm: David Todd, University College - Messiaen's La Nativité du Seigneur

24 Jan, 1.30pm: Nicholas Prozillo, Harris Manchester

Admission free, with retiring collection.

Queen's

Organ Recitals are held on Wednesdays at 1.10pm during full term in the Chapel:

16 Jan: David Ponsford, Cardiff 23 Jan: Richard Dawson, Keble 30 Jan: Sarah Baldock, Chichester

Cathedral

6 Feb: Alastair Ross

- 13 Feb: Paul Stubbings, St Mary's Music School, Edinburgh
- 20 Feb: Robert Woolley, Royal College of Music

27Feb: Paul Manley, Queen's 6 Mar: James Johnstone

Eglesfield Musical Society Recitals are held on Saturdays at 1.30pm during full term in either the Chapel or the Shulman Auditorium.

Choral Services are held in the Chapel on Sunday, Wednesday and Friday at 6.15pm during full term.

Further details may be found on the college website:www.queens.ox.ac.uk.

St John's

KENDREW CHAMBER MUSIC RECITALS

The following events take place in St John's College Auditorium. Free admission and tickets/programmes available from main Lodge ten days before each performance.

25 Jan, 8.30pm

Colin Carr, cello, and **Thomas Sauer**, piano: Schubert's Sonata in A minor *Arpeggione* D821 (1824), Britten's Sonata in C (op 65) and Rachmaninov's Sonata in G minor

17 Feb, 3pm

Carducci String Quartet: Haydn's *Rider* Quartet, Debussy's Quartet and Dvorak's American Quartet

St Stephen's House

The following events will take place at S John the Evangelist church, 109A Iffley Road. Booking is recommended; see www. sje-oxford.org.

7.30pm, 30 Jan: 'Reflections of Spain' – Louise Bessette, piano. Tickets: £20/£15 (£5 students and under 18s) from www. oxfordplayhouse.com/ticketsoxford.

8pm, 7Feb: Anda Union - Mongolian Band. Tickets: £14/£8 (£10 concessions) from www.oxfordplayhouse.com/ ticketsoxford.

Exhibitions

Pitt Rivers Museum

Please note: the Pitt Rivers Museum will remain open throughout 2013 with access via the normal entrance of the Oxford University Museum of Natural History while there are building works. Admission, exhibitions and events free. Web: www.prm. ox.ac.uk.

EXHIBITIONS

Until 14 Jan: The Story Makers *Until 27 Jan*: Made for Trade

SATURDAY SPOTLIGHT

Programme of general interest gallery talks at 2.30pm on the third Saturday of the month. Suitable for adults and older children.

19 Jan: Exhibition Talk: Made for Trade

16 Feb: Gallery Talk: Winifred Blackman

16 Mar: Miao Textiles of China

STILL SUNDAY MORNINGS

Every Sun 10-11.30am

FAMILY FRIENDLY ACTIVITIES

Free drop-in activities for children aged 5+. An adult must accompany children at all activities.

11-13 Feb, 1-4pm: February Half-Term Activities: Pacific Island Adventure

14 Mar, 2-4pm: Under 5 events: Easter Eggcitement

Every Sun, 2-4pm: Activity backpacks, sorting boxes, trails, colouring sheets and craft activities

First Sat of the month, 1-4pm: Pitt Stops

2Feb: Here Be Dragons

2 Mar: Home Sweet Home

Examinations and Boards

Examinations for the Degree of Doctor of Philosophy

This content has been removed as it contains personal information protected under the Data Protection Act. This content has been removed as it contains personal information protected under the Data Protection Act. Examinations for the Degree of Master of Philosophy

This content has been removed as it contains personal information protected under the Data Protection Act.

Changes to Examination Regulations

For the complete text of each regulation listed below and a listing of all changes to regulations for this year to date, please see www.ox.ac.uk/gazette/ examinationregulations.

Education Committee

DPHIL, MLITT, DM AND MSC BY RESEARCH to change deadlines for submission of library and ORA copies of research theses in advance of a degree ceremony

Humanities Board

MST IN JEWISH STUDIES

to change dissertation submission date

Social Sciences Board

EXECUTIVE MBA

(a) to reduce scale of written assessment(b) to change core module

BACHELOR OF CIVIL LAW AND MAGISTER JURIS

(a) to remove requirement to publish essay questions at the Examination Schools

(b) to replace reference to a signed 'certificate' with 'Declaration of Authorship'

Advertising enquiries

Email: gazette.ads@admin.ox.ac.uk *Telephone*: 01865 (2)80548 *Web*: www.ox.ac.uk/gazette/ classifiedadvertising

Deadline

Advertisements are to be received by **noon on Wednesday** of the week before publication (ie eight days before publication). Advertisements must be submitted online.

Charges

Commercial advertisers: £30 per insertion of up to 70 words, or £60 per insertion of 71–150 words.

Private advertisers: £20 per insertion of up to 70 words, or £40 per insertion of 71-150 words.

For both categories, placings of four or more insertions of one advertisement are allowed a discount of 25%.

See our website for examples of whether an advertisement is considered commercial or private: www.ox.ac.uk/gazette/ classifiedadvertising.

Online submission and payment

Advertisements must be submitted and paid for online, using a credit card or debit card, through a secure website. For details, see www.ox.ac.uk/gazette/classifiedadvertising.

Extracts from the terms and conditions of acceptance of advertisements

General

1. Advertisements are accepted for publication at the discretion of the editor of the *Gazette*.

Note. When an advertisement is received online, an acknowledgement will be emailed automatically to the email address provided by the advertiser. The sending of this acknowledgement does not constitute an an acceptance of the advertisement or an undertaking to publish the advertisement in the *Gazette*.

2. The right of the *Gazette* to edit an advertisement, in particular to abridge when necessary, is reserved.

3. Advertisements must be accompanied by the correct payment, and must be received by the deadline stated above. *No refund can be made for cancellation after the acceptance of advertisements.*

4. Once an advertisement has been submitted for publication, no change to the text can be accepted.

5. Voucher copies or cuttings cannot be supplied.

Charges

6. Two separate charging arrangements will apply, for commercial and private advertisers. The rates applicable at any time will be published regularly in the *Gazette*, and may be obtained upon enquiry. The rates, and guidance on applicability of each rate, are also available online.

The editor's decision regarding applicability of these rates to an individual advertiser will be final.

Disclaimer

7. The University of Oxford and Oxford University Press accept no responsibility for the content of any advertisement published in the *Gazette*. Readers should note that the inclusion of any advertisement in no way implies approval or recommendation of either the terms of any offer contained in it or of the advertiser by the University of Oxford or Oxford University Press.

Advertisers' Warranty and Indemnity

13. The advertiser warrants:

(i) Not to discriminate against any respondents to an advertisement published in the *Gazette* on the basis of their gender, sexual orientation, marital or civil partner status, gender reassignment, race, religion or belief, colour, nationality, ethnic or national origin, disability or age, or pregnancy.

(ii) That the advertisement does not contravene any current legislation, rules, regulations or applicable codes of practice.

(iii) That it is not in any way illegal or defamatory or a breach of copyright or an infringement of any other person's intellectual property or other rights.

You are advised to view our full Terms and Conditions of acceptance of advertisements. Submission of an advertisement implies acceptance of our terms and conditions, which may be found at www.ox.ac.uk/gazette/ classifiedadvertising, and may also be obtained on application to Gazette Advertisements, Public Affairs Directorate, University Offices, Wellington Square, Oxford OX1 2JD.

Advertisements

Publication in online Gazette

16. Unless the advertiser stipulates otherwise, all advertisements will be published in the online *Gazette* in addition to the printed *Gazette*. At the time of submission of an advertisement, the advertiser may stipulate that he or she does not wish the advertisement to be included in the online *Gazette*. This stipulation: (i) must be made at the time of submission of the advertisement; (ii) cannot later be altered; (iii) will apply to all instances of publication of an advertisement arranged at the time of submission of that advertisement. Please note that advertisements form part of the online *Gazette* as published and cannot be removed or amended after publication.

Miscellaneous

Christ Church Cathedral School scholarships

Christ Church Cathedral School, Oxford Cardinal Scholarships for entry in Sept 2013. A maximum of 3 Cardinal Scholars will be elected next term from Form 2 applicants, both internal and external, to take up their scholarships at Christ Church Cathedral School the following Sept in Form 3. The award of a scholarship will entitle a boy's parents to a 15% remission on each term's fees throughout the Prep Dept (age 7-13). Closing date for applications is Fri 8 Feb. For further information and application form please contact Diane Price, Admissions' Secretary on 01865 242561 or email: registrar@cccs.org.uk.

St Theosevia Centre study days

St Theosevia Centre for Christian Spirituality: study days in Hilary term: Sat, 9 Feb, 10.30am-4pm: "The binding of Isaac', with Professor Sebastian Brock, Archimandrite Ephrem Lash and Dr Emmanouella Grypeou. Sat, 2 Mar, 10.30am-4pm: "The Christian poet', with Metropolitan Kallistos Ware, Dr Santha Bhattacharji and The Revd Dr Tim and Hilary Naish. Students free, non-students £5. Bring your lunch. Web: www.theosevia.org; contact: The Revd Steffen Weishaupt, steffen. weishaupt@chch.ox.ac.uk.

Research participants sought

Over 60? Want to start exercising? Researchers at Oxford University are investigating the effect physical activity has on the brain. Participants will be given a free supervised exercise programme and undergo MRI brain scans. If you would like to find out more please contact 07512 684994 or exercise@fmrib. ox.ac.uk (Oxfordshire REC B 10/H0605/48, Version 1 - 30/01/2012).

Oxford University Newcomers' Club

The Oxford University Newcomers' Club at the University Club, 11 Mansfield Rd, OX1 3SZ, welcomes the wives, husbands or partners of visiting scholars, of graduate students and of newly appointed academic members of the University. We offer help, advice, information and the opportunity to meet others socially. Informal coffee mornings are held in the club every Wednesday 10.30-12 (excluding the Christmas vacation). Newcomers with children (0-4) meet every Fri in term 10.15-11.45. We have a large programme of events including tours of colleges, museums and other places of interest. Other term-time activities include an art group, book group, informal conversation group, garden group, antiques group and an opportunity to explore Oxfordshire. Visit our website: http://sites.google.com/site/ oxforduniversitynewcomersclub.

Antiques bought and sold

Antiques and decorative objects bought and sold. Fireplace-related items – grates, firetools, firebacks, fenders, nursery guards; 17th-, 18thand 19th-century furniture; interesting and unusual items including silver, pictures, desks and library furniture, also garden items such as stoneware or seating. Please ring to sell, or to purchase visit us at Greenway Antiques, 90 Corn St, Witney, Oxon. Open Mon-Fri 9.30–5, Sat 10–5. Tel: 01993 705026. Mobile: 07831 585014.

Restoration and conservation of antique furniture

John Hulme undertakes all aspects of restoration. Thirty years' experience. Collection and delivery. For free advice, telephone or write to the Workshop, 11A High St, Chipping Norton, Oxon, OX7 5AD. Tel: 01608 641692.

Services offered

Big or small, we ship it all. Plus free pick up anywhere in Oxford. Also 24-hour photocopying, private mailing addresses (24-hour access and mail forwarding worldwide), binding, fax bureau, colour photocopying, mailing services and much more. Contact or visit Mail Boxes Etc, 266 Banbury Rd, Oxford. Tel: 01865 514655. Fax: 01865 514656. Email: staff@mbesummertown. co.uk. Also at 94 London Rd, Oxford. Tel: 01865 741729. Fax: 01865 742431. Email: staff@mbeheadington.co.uk.

Tree surgery. Town and Country Trees Ltd, established in 1993, providing practical help and advice in all aspects of tree and shrub maintenance throughout Oxfordshire and surrounding areas. Dedicated and environmentally sympathetic practitioners in tree care and preservation. Contact Paul Hodkinson on 07976 261850 or 0845 458 2980.

Airport/taxi service. Highly reliable service, 20 years' experience of getting you to the airport stress free. Business or pleasure.

Comfortable Mercedes saloon or Volvo Estate. Child seats available. Fully licensed and insured. Sample car prices: Oxford to Heathrow, from £75; Eurostar, £95; Cambridge, £125. Call Clive Roberts to discuss your needs or for advice. Account customers welcome. Mobile: 07917 566077. Home: 01865 778608. Email: cliveroberts@talktalk.net.

Carpenter/joiner. For bookcases, wardrobes, etc, made on site to your specifications. Portfolio available. Call Rob Guthrie on 01608 667423 (evening) or 07961 444957 (daytime). Email: rob@robguthrie.com. Web: www. robguthrie.com.

Frances Carroll Nutrition. I am a qualified, regulated and insured nutrition practitioner skilled at identifying nutrient imbalances and correcting them to optimise health. I see people with a wide range of conditions. Most common include mental health issues such as depression, anxiety, stress and panic attacks, those in pain and those wishing to lose body fat. See: www.francescarroll.co.uk; www.facebook.com/francescarroll.utrition; https://twitter.com/FrancesCarroll_; www. francescarrollnutrition.wordpress.com.

Houses to let

An Englishman's home is his castle - so the saying goes. We don't have too many castles, but we do have a constant supply of good-quality property to rent in Oxford city. QB Management is one of Oxford's foremost letting agents, specialising in letting to academics and other professionals. We aim to provide the friendliest professional service in the city. Visit: www.qbman.co.uk, call: 01865 764533, or email: info@qbman.co.uk.

Summertown. Furnished 2-bedroom duplex with designated parking and a lovely communal garden. Available for sublet 15 Feb-15 Sept. Spacious. Bathroom on each floor (shower, bath). One huge bedroom with en suite bathroom. Second bedroom set as a study. Washing machine, dishwasher. Dishes, bedding, towels provided. Quiet road with good access to shops and restaurants in Summertown and to city centre. Email for photos; £1,050 pcm. Contact zehavits@yahoo. com.

Spacious fully furnished centrally heated family home. Quiet location, Hill Top Rd, Oxford; 1½ miles city centre, near hospitals, schools, parks, golf course and transport including London and Heathrow buses. Openplan kitchen/dining/sitting room. French doors to garden. Further reception room. Utility/shower/cloakroom. Five bedrooms, bathroom, separate WC. Off-street parking. Suit family, non-smokers only, £2,000 pcm. Tel: 01865 351745. Mobile: 07733 400820.

Oxford, Jericho. Tiny but charming terrace (row) house, quiet residential street, walking

distance colleges, shops, rail, bus. Two small bedrooms, bath with shower, open-plan downstairs, patio doors to garden, fully furnished, including china, linen, broadband, modern kitchen, TV, gch. Ideal for sabbatical. All utility bills and taxes included in rent. Nothing more to pay except phone calls. Owner in USA. £1,700 pm. Available from Jan. Details: ejbrowne@hotmail.co.uk.

Four-bedroom family home. Fully furnished Victorian semi-detached home, available for short-term rent (precise dates and duration flexible) from late Jan. Located close to Abingdon town centre and on main bus route into Oxford (every 10 mins, journey time normally under 20 mins). Tenants expected to allow estate agent to show viewers round; hence discounted rate of £1,275 pcm. For more details, please contact Dr Andrew Turner on andrew.d.turner@btinternet.com.

Charming 2-bedroom terraced house in pretty, safe neighbourhood of Oxford available for house exchange (with place in Montreal) or rental. Available from Apr-Jun. 2-3 bedrooms, 2 bathrooms, large garden. Friendly cat optional! Would suit n-s visiting academic, couple and/or family. Fantastic bus route or cycle ride into town, good travel links to London. Contact: dianahedges@yahoo.co.uk.

House swaps

House swap wanted: house or minimum 2-bedroom apartment in Oxford city centre 1 Apr-30 June. On offer: San Diego, California -316 sq m, 4 bedrooms, 3 fireplaces, 7 miles from Pacific Ocean, 17 miles from University of California, hot tub, sauna, swimming pool; and Taos, New Mexico - 316 sq m, 4 bedrooms, 3 fireplaces, 4 acres, stream, 1.5 miles Taos Plaza, 90 mins north Santa Fe. Contact David Mares: dmares@ucsd.edu.

Flats to let

Visiting Oxford? We have studio, 1, 2 and 3-bedroom apartments conveniently located for the various colleges and University departments, available from 1 week to several months. Apartments are serviced, linen provided, rental includes all bills. Most of our guests are visiting academics like you. Details, photos and prices on our website: www. weeklyhome.com. Email: info@weeklyhome. com or tel: 01993 811711.

Park Town, north Oxford. Bright, newly refurbished, beautiful, fully furnished secondfloor flat overlooking park. Sitting room, bedroom, kitchen, bathroom; 2 mins' walk to local stores and buses on Banbury Rd and 10 mins' walk to centre of town. Suitable for visiting academic or graduate student. Rent includes all bills. Available now, £1,195 pm. Contact: adresponse1000@gmail.com.

Accommodation offered

Scott Fraser - market leaders for quality Oxfordshire property. Selling or letting, buying or renting, we are here to help. Visit www. scottfraser.co.uk for more information or call: Oxford sales: 01865 759500; Witney sales: 01993 705507; Headington lettings: 01865 761111; Summertown lettings: 01865 554577; East Oxford and student lettings: 01865 244666; Witney lettings 01993 777909.

Academics, parent or students looking for a nice place to stay: short- or long-term B&B or self-catering rooms/apartments. High-quality accommodation in welcoming private homes in many Oxford locations and surrounding area. B&B from £25/night, £170/week, all inclusive. Long-term discount available. TV, free wireless Internet, tea/coffee facilities, use of microwave. Linen and weekly laundry service. For information, tel: 01865 435229, email: info@abodesuk.com, or visit: www. abodesofoxford.com.

Accommodation sought

New Zealand family on sabbatical seeks furnished/semi-furnished 3-4-bedroom house in Oxford or surrounds for Mar-Aug; dates flexible. English references available. Please contact thomasbiss@hendersonreeves.co.nz or emilyhenderson@xtra.co.nz.

Self-catering apartments

OxfordShortlets offers a portfolio of highquality, self-catering, short-let properties as an excellent alternative to hotel, guesthouse or bed and breakfast accommodation in Oxford and surrounding villages. Wide selection of quality homes available for short-stay lets from 1 week to several months. OxfordShortlets caters for professional individuals, groups or families visiting Oxford for holiday, business, academic and relocation purposes or for temporary accommodation between homes. Tel: 01865 311696. Fax: 01865 511010. Email: admin@oxfordshortlets.co.uk. Web: www.oxfordshortlets.co.uk.

Central Oxford - Folly Bridge - secluded, comfortable, long or short stay, modern, spacious, 1-bedroom apartment with private parking. Near Christ Church Meadows. Quiet, peaceful nights. Large sun terrace with view over garden and river. Near to shops, colleges, coaches, buses and trains. Web: http://follybridgeoxford.co.uk. Email: pauline. hodson@btconnect.com. Tel: 01865 764520 or 07713 681216.

Holiday lets

Midhurst. Romantic, primitive, 2-bedroom gamekeeper's cottage up a muddy farm track in national park at the foot of the South Downs. Open fire, polished floor, simple kitchen; dishwasher, washing machine; broadband, no TV, large study. On own 190-acre organic farm – woods, valleys, river, bluebells, deer. Available weekends; discounts for junior academics. Pictures at www. wakehamfarm.com or email haroldcarter@ mac.com.

Cornwall, cottage and restored chapel in quiet hamlet on South-west Coastal Footpath within 100m of the sea and minutes from Caerhays and Heligan. Each property sleeps 6. Comfortably furnished, c/h, wood burner and broadband. Ideal for reading, writing, painting, walking, bathing, bird watching. Beautiful beach perfect for bucket and spade family holidays. Short winter breaks available from £200. Tel: 01865 558503 or 07917 864113. Email: gabriel.amherst@btconnect.com. See: www.cornwallcornwall.com.

North Yorkshire Coast. Comfortable Georgian house available for holiday lets in Robin Hood's Bay. Large garden, sea views, central heating and private parking. Sleeps 9+ but special rates for couples and small parties. Ground floor: fully equipped kitchen, dining room, large, comfortable sitting room. First floor: 3 bedrooms (1 en suite), family bathroom, further sitting room. Second floor: 2 further bedrooms and bathroom. Contact Val Everton: 07592 590727 or email val.everton@ yahoo.co.uk.

Slovakia. Timber cottage deep in unspoilt forests, a good place for walking holidays, bird watching and fishing. The peaks within 3 miles are higher than Snowdon or Table Mountain. One can walk for miles above an altitude of 1,000m along the long-distance European walking trails E3 and E8. Hiking maps provided in the cottage. Cottage hire details: www.SlovakiaHolidays.org. Cottage sleeps 4–6, £350-£450 pw. Tel: 01844 339754.

Ceret, Pyrénées-Orientales, SW France. Town house for holiday lets. Sleeps 6. Garden, broadband, satellite TV. Ten mins' walk from centre (Museum of Modern Art, restaurants, etc). Easy access to Mediterranean (Collioure, Côte Vermeille), mountains, Andorra, Spanish Catalonia. Visit www.holidaylettings.co.uk/ rentals/ceret/234418 for full details, photos and booking information.

Crete. Rethymno. Villa built in lovely rural setting, on top of a hill, 12km from the centre of the town. Provides a superb and peaceful holiday. Spectacular sea, country views. Separated storeys, sleeps 6 on the ground and 4 on the first. Car available. Barbeque area and swimming pool. Ideal for writing, painting, trekking. For details please contact: nglynias@ yahoo.gr.

Notifications of Vacancies

Please refer to the website, or contact the email address shown, for further details of the vacancy. For a full list of vacancies in the University and colleges, see www.ox.ac.uk/ about_the_university/jobs.

The University is committed to equality and valuing diversity.

University of Oxford

School of Anthropology and Museum Ethnography and Department of Social Policy and Intervention in association with Nuffield; University Lecturership in Demography; £35,966-£48,293 plus £20,627 college allowance; noon, 4 February; www.ox.ac.uk/about_the_university/jobs/ academic/index/ac11471j

Saïd Business School in association with Green Templeton; University Lecturership in Accounting; £42,883-£57,581; noon, 25 January; www.ox.ac.uk/about_the_ university/jobs/academic/index/ac11553j

Faculty of Medieval and Modern Languages; King John II Professorship of Portuguese; 4 February; www.ox.ac.uk/about_the_ university/jobs/fp

Department of Politics and International Relations in association with Balliol; University Lecturership in Political Theory; £42,883-£57,581 plus £5,200 college allowance; noon, 16 January; www.ox.ac.uk/ about_the_university/jobs/academic/index/ ac11560j

Colleges, Halls and Societies

Hertford; 6-hour fixed-term stipendiary Lectureship in French; £12,626-£13,789; 25 January; www.hertford.ox.ac.uk/about/ vacancies

Merton; fixed-term Fitzjames Research Fellow in Ancient Greek; £28,065; 8 February; www.merton.ox.ac.uk/ vacancies/index.shtml

Merton; fixed-term Fellow and Tutor in Politics; £35,966-£48,293; 1 February; www. merton.ox.ac.uk/vacancies/index.shtml

Oriel; Management Accountant; £28,000-£32,000; 25 January; www.oriel.ox.ac.uk/ content/other-staff-vacancies

Queen's; Laming Junior Fellowship; *c*£12,767; 8 February; www.queens.ox.ac.uk/ about-queens/vacancies

Queen's; stipendiary Lecturer in French; £24,520 plus allowances; 1 February; www. queens.ox.ac.uk/about-queens/vacancies

Queen's; stipendiary Lecturer in Philosophy; £16,347; 1 February; www.queens.ox.ac.uk/ about-queens/vacancies

Somerville in association with the Faculty of Philosophy; Tutorial Fellowship in Ancient Philosophy in association with a Common University Fund (CUF) University Lecturership; £42,883-£57,581; noon, 14 January; www.some.ox.ac.uk/jobs

Wolfson; Senior Development Officer; £26,000-£30,000; 18 January; www. wolfson.ox.ac.uk/vacancies

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Certain sections in the *Gazette* include official announcements by the University but the University accepts no responsibility for the content of any other material in the *Gazette*.

External Vacancies

Oxford Centre for Islamic Studies; Bursary Assistant; £22,000-£24,000; 1 February; www.oxcis.ac.uk

University of Cambridge; Professorship of Empirical Macroeconomics; 11 February; www.admin.cam.ac.uk/offices/academic/ secretary/professorships

University of Cambridge; Montague Burton Professorship of Industrial Relations and Labour Economics; 31 January; www.admin. cam.ac.uk/offices/academic/secretary/ professorships

Gazette online:

www.ox.ac.uk/gazette

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