# Job description and selection criteria

**Job title** | Research Fellowship in Socio-Legal Studies  
**Division** | Social Sciences  
**Department** | Centre for Socio-Legal Studies  
**Location** | Manor Road Building, Manor Road, Oxford  
**Grade and salary** | Grade 7: £30,738 - £37,768 p.a.  
**Hours** | Full time  
**Contract type** | Fixed term for three years. The successful applicant must take up the appointment as soon as possible  
**Reporting to** | Director of Centre for Socio-Legal Studies  
**Vacancy reference** | 121529  
**Additional information** | Closing date: 12 noon UK time Monday 1 February 2016  
Interviews will be held in mid-February
Introduction
The University

The University of Oxford is a complex and stimulating organisation, which enjoys an international reputation as a world-class centre of excellence in research and teaching. It employs over 11,000 staff and has a student population of over 22,000.

Our annual income in 2013/14 was £1,174.4m. Oxford is one of Europe's most innovative and entrepreneurial universities: income from external research contracts exceeds £478.3m p.a., and more than 80 spin-off companies have been created.

Oxford is a collegiate university, consisting of the central University and colleges. The central University is composed of academic departments and research centres, administrative departments, libraries and museums. There is a highly devolved operational structure, which is split across four academic divisions, Academic Services and University Collections and University Administrative Services. For further information, please see: www.ox.ac.uk/staff/about_the_university/new_to_the_university/structure_of_university

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

Social Sciences Division
Social Sciences is 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.

The Division represents the largest grouping of social sciences in the UK, is established as a world-leading centre for research and is home to a number of outstanding departments including the internationally ranked Faculty of Law. 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/

The Faculty of Law
The Faculty of Law is one of the largest in the United Kingdom, and is the largest unit in the Social Sciences Division of the University. There are some 163 members of the Law Faculty, of whom 90 are in established University academic posts. The Law Faculty has a distinguished reputation in research and publications in Law. The Research Assessment Exercise 2008 reported that substantially more top-rated research activity went on in Law at Oxford from 2001-2007 than in any other university in the country. In addition to the Centre for Socio-Legal Studies, there are three other specialised centres associated with the Law Faculty: the Centre for Criminology, the Institute of European and Comparative Law and the Oxford Intellectual Property Research Centre. For further information please visit: http://www.law.ox.ac.uk/

Centre for Socio-Legal Studies
The Centre for Socio-Legal Studies is a multi-disciplinary research institute dedicated to the study of law in society. Founded in 1972, it is known nationally and internationally for its innovative and original research and publications. Current researchers are engaged in work
on constitutions, courts and justice systems, regulation and governance, and media and information law, adopting theoretical, historical, sociological and anthropological approaches.

The Centre has 12 research staff, 30 students, a regular stream of academic visitors and a busy teaching and seminar programme. It is widely regarded for the high level of training and supervision it offers to students undertaking doctorates and other research degrees. It is a centre within the Faculty of Law and has strong links to other departments and institutes in the University of Oxford and beyond.

For more information please visit: http://www.csls.ox.ac.uk/

Job description

Overview of the role

The Centre for Socio-Legal Studies is looking to appoint a suitably qualified person to undertake internationally leading research in any area of socio-legal studies. The Research Fellow will be part of a lively and stimulating research community, which produces research and publications of the highest international standards, and will have access to excellent research facilities.

The Fellow will be expected to carry out his or her own programme of work at the Centre, and to play a full part in its intellectual life, as well as contributing to the training of research students. The position will also enable the successful candidate to initiate new research projects for which external research funding may be sought.

The successful candidate will have a doctorate or equivalent experience in a relevant discipline which might include, but is not limited to, law, sociology, political science, history, economics, anthropology, and psychology.

Informal queries are welcome and should be directed to Dr Marina Kurkchiyan, Director of the Centre for Socio-Legal Studies, +44 (0) 1865 284224, marina.kurkchiyan@csls.ox.ac.uk. All enquiries will be treated in strict confidence; they will not form part of the selection decision.

Applications are particularly welcome from women and black and minority ethnic candidates, who are under-represented in academic posts in Oxford. The post is available for a fixed term of three years, and must be taken up as soon as possible.

Duties

The Research Fellow will be expected:

- to undertake internationally leading research in socio-legal studies and to identify and develop original lines of enquiry in his or her chosen field
- to contribute, through her or his research, to current debates in socio-legal studies
- to produce for publication articles and/or a monograph based on her or his research
- to work with colleagues in the CSLS to develop collaborative research across disciplinary divides
- to seek external research funding to support these lines of enquiry
- to contribute to the academic life of the Centre
- to undertake other duties as required by the Director of the CSLS
Essential selection criteria

Applications will be judged on the basis of the following criteria:

- a doctorate or equivalent in a field relevant to socio-legal studies, as described above
- a strong publication record
- a proven ability to undertake high quality, internationally leading research
- an intention to pursue a programme of research in socio-legal studies
- the ability to contribute to current and ongoing debates in socio-legal studies
- a willingness to engage with the academic life of the Centre, including the training of research students
- a willingness to take on administrative or other duties as may be required by the Director of the Centre

The University’s policy on retirement

The University operates an employer justified retirement age for all academic and academic-related posts (any grade above grade 5), for which the retirement date is the 30 September immediately preceding the 68th birthday.

The justification for this is explained at: [www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revaim/](http://www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revaim/)

For existing employees any employment beyond the retirement age is subject to approval through the procedures outlined at: [www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revproc/](http://www.admin.ox.ac.uk/personnel/end/retirement/revisedejra/revproc/)

Pre-employment screening

Please note that the appointment of the successful candidate will be subject to standard pre-employment screening, as applicable to the post. This will include right-to-work, proof of identity and references. All applicants must read the candidate notes on the University’s pre-employment screening procedures, found at: [www.ox.ac.uk/about/jobs/preemploymentscreening/](http://www.ox.ac.uk/about/jobs/preemploymentscreening/).

Working at the University of Oxford

The appointment will be made on the University’s grade 7 salary scale. The salary offered for a full-time appointment will be dependent on qualifications and experience. If you are appointed at a salary below the top of the grade, your salary will automatically be increased each year until you have reached the top point. Increases beyond this point may be available in certain cases. For further information about working at Oxford, please see: [www.ox.ac.uk/about_the_university/jobs/research/](http://www.ox.ac.uk/about_the_university/jobs/research/)

How to apply

If you consider that you meet the selection criteria, click on the Apply Now button on the ‘Job Details’ page and follow the on-screen instructions to register as a user. You will then be required to complete a number of screens with your application details, relating to your skills and experience. When prompted please provide details of three referees and indicate whether we can contact them at this stage.
You will also be required to upload:
- a CV and supporting statement which explains how you meet the selection criteria for the post;
- a full publications list.

The supporting statement should explain your relevant experience which may have been gained in employment, education, or you may have taken time away from these activities in order to raise a family, care for a dependant, or travel for example. Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria outlined above and we are happy to consider evidence of transferable skills or experience which you may have gained outside the context of paid employment or education.

Please save all uploaded documents to show your name and the document type.

Shortlisted candidates will be asked to submit two pieces of written work and, if shortlisted, to contact their referees to arrange for references to be submitted directly to the CSLS, via Faculty of Law.

**Special arrangements**

Oxford welcomes applications from candidates who have a disability. These documents will be made available in large print, audio or other formats on request. Applicants invited for interview will be asked whether they require any particular arrangements to make the interview more convenient and effective for them.

**All applications and written work must be received by 12 noon on Monday 1 February 2016.**

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria outlined above. Applications will be considered by a selection committee consisting of representatives from both the Centre for Socio-Legal Studies and the Law Faculty. 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 Faculty Board 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 the Faculty Board, and a formal contractual offer has been made.

**Information for priority candidates**

A priority candidate is a University employee who is seeking redeployment owing to the fact that he or she has been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing departments.

*If you are a priority candidate, please ensure that you:
- attach your redeployment letter to your application
- explain in your covering letter how you meet the selection criteria for the post.*

Should you experience any difficulties using the online application system, please email recruitment.support@admin.ox.ac.uk

Further help and support is available from www.ox.ac.uk/about_the_university/jobs/support/
To return to the online application at any stage, please click on the following link www.recruit.ox.ac.uk

Please note that you will be notified of the progress of your application by automatic e-mails from our e-recruitment system. **Please check your spam/junk mail** regularly to ensure that you receive all e-mails.