



NEW COLLEGE
OXFORD

**THE SALVESEN JUNIOR RESEARCH FELLOWSHIP
from 1 October 2026**

The College invites applications for this post, which is tenable for a fixed period of four years from 1 October 2026, or as soon as possible thereafter, based in New College, Oxford. The person appointed will be expected to provide direct support to students as part of the College's Welfare Team, to act as a link between senior and junior members of the College, and to undertake their own independent and original academic research. Applicants for this early-career post will be expected to have been successfully examined for a doctorate not later than the start date of the Fellowship and not earlier than October 2021.

Please note that, due to the required start date for this position, we are unable to offer work visa sponsorship. Applicants must therefore already have the right to work in the United Kingdom for the full duration of the appointment.

The College

Founded in 1379, New College is one of the oldest and largest of the colleges of the University of Oxford. The colleges are independent, self-governing establishments which function both as academic institutions and as social and residential centres for students. New College currently has approximately 430 undergraduate and 390 graduate students, studying most of the subjects offered by the University of Oxford.

Undergraduate teaching at New College is organised and provided by around 37 Tutorial Fellows (nearly all of whom also hold University posts), assisted by some 25 Stipendiary Lecturers (college tutors employed on a fixed-term basis). There are also 12 Professorial Fellows and, at any one time, around 24 Junior Research Fellows. All these categories are members of the Senior Common Room, which provides dining and social benefits. Governing Body, which has overall responsibility for all aspects of the running of the College, comprises the Warden (the Head of the College) together with the Official Fellows (the Tutorial, Professorial and Supernumerary Fellows).

2. Details of the Advertised Post

1.1 Duties

[The following is a summary. Please see Annex A below for a fuller, more informal, description of the post.]

This Fellowship is one of two posts whose holders act as links between the senior and junior members of the College and provide welfare support to students as part of the College Welfare Team. The other similar post, presently filled, is known as the Cox Junior Research Fellowship. The Cox and Salvesen Fellows must live in College in term and take a full share of responsibilities connected with undergraduate and graduate life.

Appointees are required to have had professional training in support and listening skills. The Fellowship is a full-time post which includes the expectation that the Fellow will undertake their own independent and original research in their chosen field. **Recent holders of the post have found that, during term, their time is divided approximately equally between their student liaison and welfare duties and their research. Outside term (i.e. outside weeks 0-9) the post holder is generally free from welfare duties.**

1.2 Qualifications and Abilities Required

This Junior Research Fellowship is intended for researchers at an early stage in their career who show outstanding ability and potential in their chosen field. Applicants will be expected to have a good first degree and to have completed a PhD/DPhil or to have recently started a post-doctorate research role. They will also have experience of providing support to others and an understanding of the pressures facing Oxford students.

3. Selection Criteria

The formal selection criteria for the post are as follows:

- i. Relevant experience that demonstrates an ability to undertake welfare and support responsibilities
- ii. Relevant training in listening skills and demonstrable experience of creating a formal supportive relationship
- iii. A research record appropriate to the stage of the candidate's career

The qualities that we are seeking therefore include:

- i. Scholarly ability (a capacity to formulate appropriate goals, select appropriate methods, undertake appropriate analysis, propose supportable conclusions, present findings effectively and the ability to articulate these)
- ii. An understanding of student welfare issues
- iii. A friendly and sympathetic manner
- iv. The ability to work well in a diverse team
- v. The ability to exercise sound judgement under pressure
- vi. The ability to set limits and maintain firm boundaries
- vii. The administrative skills necessary for organising events, responding to enquiries and managing a small budget.

4. Salary and Conditions

The Fellowship carries a stipend of £33,400 *p.a.* (subject to review). The appointment will be pensionable under the USS scheme, details of which can be found here: <https://www.uss.co.uk>

The Fellow will be expected to live in College and suitable accommodation is provided free of charge.¹ The Fellow will be entitled to free lunch and dinner at the common table when this is available: in addition, a research and book account (currently up to £1,765 *p.a.*) and an entertainment account, currently of up to £295 *p.a.*, are available.

The appointment will be for a fixed period of four years without possibility of renewal.

5. Equality and Diversity

New College is committed to increasing diversity across all parts of the institution and to welcoming under-represented groups. It aims to provide an inclusive environment which promotes equality and maintains a working, learning and social context in which the rights and dignity of all its members are respected to assist them in reaching their full potential. The College is an equal opportunities employer and adheres to the University's Equal Opportunities Policy and Code of Practice, a copy of which is available on request.

6. Application Procedure

Applicants should please:

- Complete the online application.
- Upload a curriculum vitae.
- Upload a short summary of suitability for student welfare duties, as related to the selection criteria listed above (no longer than one page).
- Upload a short summary of current and proposed research (2 to 3 pages).

The closing date for applications is 9 July 2026 at 11:59pm. It is the responsibility of each applicant to ensure that their application arrives in full by the deadline.

It is anticipated that interviews will take place in the **week commencing 3 August**, most likely on Wednesday 5 August. **Please note that, due to the nature of the post, candidates will be expected to attend interviews in person.**

¹Employer-provided residential accommodation to the Cox and Salvesen JRFs is exempt from taxation as a benefit-in-kind for water charges, for any payment of Council Tax, and on the 'value' of the property. However, other services to the accommodation are subject to taxation. The total amount of those other services varies somewhat between different flats across College and the Home Bursar or Accountant can give you a guide as to the amount of tax you will face in any particular unit - in all cases, and assuming JRFs are at a 20% marginal rate of taxation, the total is likely to be in the region of £600 per annum. Please note that, if the HMRC change the taxation rules again (as done recently), College does not compensate employees for any increased level of tax.

ANNEX A

THE COX AND SALVESEN FELLOWS

Duties

The Fellows are expected to see students (undergraduate and graduate students) who approach the Welfare Team with wellbeing or welfare concerns; for example, worries about their work, or about their relations with their tutors, anxiety about family members, or concerns about their relations with one another, or their own mental health. The Fellows jointly host one social event per term for students.

Cox and Salvesen Fellows are a first resource for students: they are expected to understand when and how to refer serious cases to professional (for example, the University's Counselling Service) or medical help. The postholders are required to work in close communication with colleagues in the College Welfare Team: The Tutor for Welfare, Advisor to the Welfare Team, Academic Registrar, Deputy Academic Registrar, Student Welfare Officer, and College Medical Team (Nurse and GP). They will also work with Tutorial Fellows, Dean, Senior Tutor, Chaplain and Warden as appropriate, and to develop collaborative relationships with the appropriate University central services.

During term-time (0th Week until the end of 9th Week), the Fellows are required to live in College. The Fellows operate a mutually agreed rota system, so that one is on duty and readily available to students on each night and weekend during term-time. The Academic Registrar, Deputy Academic Registrar, and Student Welfare and Staff Support Officer are available to discuss immediate welfare matters with students during office hours. Since many of the issues the Fellows deal with are unforeseen and can arise at any time, they should be easily reachable, via the Porters, in or near College (defined as within 20 minutes). Occasionally, for example during the exam period or in extraordinary situations that have significant impact on the student community, the Fellows may be asked to help at other times. The Fellows generally undertake regular support meetings with students outside of their on-duty hours.

The role of the Cox and Salvesen Fellows does have distinct boundaries. The Fellows must respect student privacy, but they should not promise a degree of confidentiality that they cannot provide. They should give the best advice and guidance they can but avoid acting as amateur counsellors. They will be expected to demonstrate a sophisticated understanding of listening skills to allow them to develop creative, supportive relationships with students; they are not expected to offer medical advice. They should require students to comply with the rules of the College but are not themselves part of the decanal (i.e., disciplinary) system. They should not discuss students with the student's parents, partners, or family members; they should, politely, refer such people to the Warden, Tutor for Welfare, or Home Bursar as appropriate.

The College expects Cox and Salvesen Fellows to engage in research in much the same way as other Junior Research Fellows. The role differs from other Junior Research Fellows in that their four to six hours a week student contact time is normally expected to be given over to their student support and liaison duties, although some Fellows have taken on some teaching alongside their role. A Fellow should expect to spend a further four to six hours a week in related duties such as record-keeping, team meetings and liaising with other services as necessary. While unforeseen events do arise, the balance between a Fellow's research and welfare duties should not be beyond 70/30 in either direction for long periods of time. On average, across the year, no more than fifty per cent of a Fellow's time will be taken up with social and welfare duties during a term.