



Oxford Internet Institute

Job application pack

RESEARCH FELLOW GRADE 8

Contents

- Advertisement 2
- Job description and selection criteria 3
- Further particulars 6
- How to apply 12

Advertisement

OXFORD INTERNET INSTITUTE

Research Fellow

RESEARCH STAFF GRADE 8 (£36,532 to £43,622 p.a.)

We are seeking a Research Fellow to join our multidisciplinary team undertaking research into the societal implications of the Internet and related information and communications technologies. This Fellowship offers researchers of outstanding promise or distinction an opportunity to pursue advanced research within this field.

Our preference is for candidates with a strong theoretical and/or methodological background in computer science, law or one of the following social science disciplines: communication, information, media studies, economics, political science, social psychology or sociology; and with an interest in an area of research which will complement one of the Institute's current research areas. These concern the role of the Internet and ICTs in: everyday life and work; government and democracy; research and learning; shaping the Internet; and issues of theory and policy that cut across these settings. Applications from those with a track record of multi-disciplinary research on the societal implications of the Internet and/or related policy issues who have doctorates in other relevant disciplines will also be welcomed.

Based in the heart of Oxford, this post is available from October 2009 for two years in the first instance with the possibility of renewal thereafter.

Further information, including details of how to apply, may be obtained from Nicola McVay, Administrative Officer, Oxford Internet Institute, 1 St Giles, Oxford OX1 3JS (tel: 01865 212330; e-mail: recruit@oii.ox.ac.uk) or from our website: <http://www.oii.ox.ac.uk>.

Applications must reach the Institute by 12:00 noon on Wednesday 25th February 2009. It is expected that interview will be held on Tuesday 10th March 2009.



Job Description

Job title:	Research Fellow
Grade:	8
Ref No:	CZ09002
Responsible to:	Director of OII
Purpose:	To conduct high-quality research in support of the OII's mission and objectives

Duties:

1. To undertake advanced research on the societal implications of the Internet, and/or in the application of such research to policy and practice
2. To develop the OII's research profile through publications in peer reviewed journals
3. To lead in applying for research grants and setting up collaborative research projects
4. To play an active role in developing courses for Masters and Doctoral students and provide postgraduate supervision and teaching as required
5. To participate actively in the OII's programme of seminars and events, including those aimed at non-academic audiences
6. To participate in departmental administration, as required
7. Such other comparable duties as may be required by the Head of Department



The Fellowship

This Research Fellowship is intended for scholars who wish to pursue research on the societal impact of the Internet. The Fellowship will be for two years initially, tenable from October 2009, and with the possibility of renewal.

Candidates with doctorates in computer science, economics, law, political science, social psychology or sociology and research anchored in Internet studies and related information and communication technologies should apply. Those with a track record of multi-disciplinary research on the societal implications of the Internet and/or related policy issues with doctorates in other relevant disciplines will also be considered.

The Fellow will normally be expected to reside in or near Oxford. They will be entitled to office space at the OII, in the heart of Oxford, and to participate fully in the intellectual life of the Institute and the wider University. They will be expected to cooperate with the work plans of the OII under the guidance of the Director.

Selection criteria

Candidates will be considered for a Research Fellowship on the selection criteria outlined below which cover both the candidate's skills and experience and their research area. Candidates should address these criteria in their application.

A. The candidate

1. Essential

- (a) Postdoctoral (or equivalent) standing in a discipline relevant to Internet Studies
- (b) A distinguished research record in a relevant area in published books or articles in leading refereed journals
- (c) Ability to work effectively with colleagues and as part of a professional team
- (d) Ability to disseminate results of research to a variety of audiences
- (e) Ability to teach and supervise postgraduate students
- (f) Willingness to participate in collaborative, interdisciplinary research projects
- (g) A proven track record of success in applications for research grants
- (h) Excellent communication skills in written and spoken English

2. Desirable

- (a) Experience in setting up and teaching courses at postgraduate level
- (b) Methodological expertise in one of the following disciplines:
 - computer science
 - economics
 - law
 - political science
 - sociology

B. The research area

1. Essential

- (a) Assured high quality work in a topic or field addressing the societal implications of the Internet

2. Desirable

- (a) Methodologically innovative research operating at the boundaries of the disciplines listed above
- (b) Topics or fields which build on one of the Institute's four current research areas concerning the role of the Internet and ICTs in:
 - everyday life and work
 - government and democracy
 - research and learning
 - shaping the Internet
- (c) Issues of theory, policy, or methodology that cut across all these four social settings

Further particulars:

The University of Oxford

The University of Oxford employs over 7,100 academic, research and support staff across a wide range of academic disciplines. Its mission is to achieve and sustain excellence in every area of its teaching and research, maintaining and developing its historical position as a world-class university, and enriching the international, national, and regional communities through the fruits of its research and the skills of its graduates. In support of this aim, the University will:

- provide the facilities and support for its staff to pursue innovative research, building upon Oxford's outstanding research record, by responding to developments in the intellectual environment and society at large, and by forging close links with the wider academic world, the professions, industry, and commerce;
- promote challenging and rigorous teaching which benefits from a fruitful interaction with the research environment, facilitating the exchange of ideas through tutorials and small-group learning and exploiting the University's resources in its libraries, museums, and scientific collections, to equip its graduates to play their part at a national and international level;
- maintain and make best use of the advantages of its independent colleges, where members' intellectual and personal development is fostered within a stimulating, multidisciplinary academic community, and academic life is strengthened through the provision of high-quality support services;
- attract students of the highest calibre, from the UK and internationally, to its undergraduate, graduate, and continuing education courses, widening access by actively seeking applications from students from diverse backgrounds and extending further the many and varied opportunities for life-long learning offered in the Oxford region and more widely.

The University has four academic divisions (Humanities; Social Sciences; Mathematical, Physical and Life Sciences; and Medical Sciences) through which its academic administration is conducted. Each division is led by a full time Head of Division who chairs the Divisional Board and major committees. The Oxford Internet Institute is one of the fifteen constituent departments of the Social Sciences Division, headed by Dr Michael Spence. The division provides a framework for interdisciplinary teaching and research in the Social Sciences and includes the Departments of Economics, Educational Studies, Politics and International Relations, Social Policy and Social Work, Sociology, the Saïd Business School, the Faculty of Law, Queen Elizabeth House (Development Studies), Anthropology and Archaeology, the Centre for the Environment and a number of Area Studies. Given this range of subjects, the division is the ideal location for the OII and its multidisciplinary agenda.

Full information on the University is available at <http://www.ox.ac.uk>.

The Oxford Internet Institute

About the OII:

The Oxford Internet Institute has expanded rapidly since its founding in 2001 to become a leading world centre for the multidisciplinary study of the Internet and society, with activities focusing on research, post-graduate teaching and policy-making and practice.

The OII aims to bring about a greater understanding of the various social factors that are shaping the Internet and their implications for society. Central to this vision is a view of the Internet as a phenomenon that goes far beyond its technical capabilities to encompass all the people, services, information, and technologies that are intertwined in this 'network of networks'.

Excellence in research underpins the Institute's collaborative and teaching activities. Wide-ranging collaborative relationships with experts from academe, government, business, and industry in the UK and around the world also play a central role in its strategic drive.

Research:

The OII's research strategy has targeted four areas critical to the public interest, where the design and use of the Internet and related technologies are likely to contribute to a substantial restructuring of social practice and institutional arrangements. Having developed critical mass in these areas, the OII's strategy for the next five years is geared towards deepening and extending the range of grant-funded research around each theme and disseminating the outputs in high-quality journals, while ensuring that research helps inform and shape policy and practice.

The four current research foci examine the role of the Internet and other ICTs in:

- ***government and democracy:*** where ICTs offer significant opportunities for restructuring practices and institutions, for example in the management and delivery of government services and the functioning of governance processes
- ***research and learning:*** focusing on the use and impact of ICTs within academic and research communities and the social and institutional contexts in which this takes place
- ***everyday life and work:*** covering the role of the Internet and other ICTs in personal interactions in the household, the arts, and entertainment, and the needs of individuals and the wider community in work, social relationships, leisure, and activities in other arenas that bring society online
- ***shaping the Internet:*** how rapidly developing ICTs are liberated or constrained, including how the Internet itself is governed.

The intention is to give OII research a clear direction, while remaining flexible enough to be adapted as new research staff arrive and develop their own research trajectories, reflecting wider changes in this emerging field of study. This strategy is geared towards developing and extending the range of grant-funded research, disseminating the outputs to a wide range of audiences, and ensuring that research helps inform and shape policy and practice.

In all its research, the OII aims to operate at the cutting edge in both quantitative and qualitative methodologies that cut across disciplines and topics. Methodological innovation is vital given the changing nature of the Internet and advances in ICTs which both necessitate and facilitate the development of new techniques. OII researchers are developing methodologies such as the embedding of ICTs for real time observation of social phenomenon; webmetric techniques for observing the underlying structure of the web presence of social institutions; artificial intelligence design; experimental research; on-line

action research; content analysis; investigation of virtual environments; and online survey research.

Teaching:

As part of its mission to train the next generation of internet researchers, the OII has set up a full time programme for postgraduate research students leading to the degree of Doctor of Philosophy (DPhil) in Information, Communication and the Social Sciences and from October 2009 we will run a ten-month MSc in Social Science of the Internet. We also run a very successful summer doctoral programme: an intensive two week course for doctoral students from around the world. The successful candidate would be expected to contribute to the delivery of innovative teaching initiatives of the OII within the University.

Academic and Research staffing of the OII

Current academic and research staff of the OII are as follows. Further details can be found at <http://www.oii.ox.ac.uk/people/faculty.cfm>

Professors and Departmental Officers

Professor William H. Dutton, Director, Professor of Internet Studies
Professor Helen Margetts, Director of Research, Professor of Society and the Internet
Dr Vicki Nash, Director of Graduate Studies and Policy and Research Officer

Research Fellows

Dr Ian Brown, Senior Research Fellow
Dr Kathryn Eccles, Research Fellow
Dr Rebecca Eynon, Research Fellow
Dr Sandra Gonzalez-Bailon, Research Fellow
Dr Ellen J. Helsper, Survey Research Fellow
Dr Bernie Hogan, Research Fellow
Dr Eric Meyer, Research Fellow
Dr Anne-Marie Oostveen, Marie Curie Fellow
Dr Ralph Schroeder, MSc Programme Director and Senior Research Fellow
Professor Yorick Wilks, Senior Research Fellow

The Building and IT facilities:

The Institute is based on two sites in the centre of Oxford, at 1 St Giles and at 66 Banbury Road. The refurbishment of both buildings has included the installation of wired and wireless networks. The Institute has its own dedicated subnet and offers gigabit networking throughout, with fibre-optic connectivity to the University and the World Wide Web utilising the educational JANET link. The seminar rooms and meeting rooms are equipped with advanced video conferencing facilities over the Internet or business-class multiple ISDN line. One workstation per desk is provided for all academic and support staff, with a common integrated core of applications (word-processing, spreadsheets, electronic mail, and access to library information systems and other databases).

The effective use of the Internet and other advanced ICTs is both symbolically and practically critical to meeting the OII's research objectives. An excellent technical support team and innovative ICT resources provide an advanced, reliable ICT infrastructure which enables productive collaborative working (video-conferencing, webcams, secure wikis and forums, blogs for all staff and students and an Access-Grid node) and remote working (a Citrix Metaframe Virtual Personal Network and loans of laptops, digital recording equipment), as well as electronic dissemination of research and teaching activities (through webcasting of OII seminars and the OII website). Every statistical package of priority to our research is provided (e.g., STATA, SPSS, PC GIVE, NVIVO).

Library Facilities:

The OII has excellent library resources that our staff and students can access. We have established our own small specialist library in the 1 St Giles building, which offers a strong resource for research and teaching in our field to the Institute and access to the wider University Library Services. Academic staff are encouraged to recommend texts and resources for acquisition. The department holds 1,500 volumes and displays recent journals to complement online access. In addition, OII faculty and students benefit from the University's outstanding library resources, such as the Oxford University Libraries centred around the Bodleian, which has the UK's largest academic collection. Other nearby library resources include the Social Science Library, a bespoke facility providing a multi-disciplinary collection of 200,000 volumes.

Funding:

Initial funding for the OII included a £10 million benefaction from The Shirley Foundation and £5 million in recurrent funding from the Higher Education Funding Council for England (HEFCE), which is supported by the Department for Innovation, Universities and Skills. The latter has provided renewed core funding of £2.5m from 2007. In addition to sponsorship for teaching and DPhil Scholarships from PGP Corporation, research funding of over £3m has been secured from a wide variety of sources, including ESRC, EPSRC, JISC, EC, McKinsey, UK National Audit Office, the Department of Communities and Local Government, Ofcom, Cisco, eHarmony, Microsoft, AOL, Wanadoo and BT. The wide distribution of our funding sources and an insistence that research responsibility rests with the OII guards the independence and integrity of our research. At the same time, we work closely with our sponsors and partners to ensure that funding is used effectively in areas of interest and benefit to all parties.

Further information:

Further details about the Oxford Internet Institute can be found on our web site:

<http://www.oii.ox.ac.uk/>

General conditions of employment

Salary

Annual salary will be in the range: £36,532 to £43,622 p.a., based on the scale for research staff grade 8 (national spinal points 37 to 43). The starting salary of the successful applicant will be fixed according to qualifications and experience. Progression up the scale each year to the maximum point is automatic and the scale is reviewed each year in the light of the cost of living.

Holidays

Annual leave entitlement will be 38 days (which includes 8 public holidays and at least 6 fixed days when the OII is closed).

Term

The appointment is for a fixed-term of two years with the possibility of renewal thereafter.

Probationary period

Appointment is subject to an initial probationary period of twelve months, during which the appointment may be terminated by one month's notice on either side. Following successful completion of the probationary period, the period of notice increases to three months on each side.

Pension

The post is pensionable and the post holder eligible for membership of the Universities Superannuation Scheme (USS), a contributory scheme to which members pay 6.35 per cent of annual salary. Subject to the Statement of Pensions Policy, which will be issued to the successful candidate, the appointee will be deemed to be in membership of the above pension scheme until such time as he/she gives notice in writing to exercise the right not to be a member of the scheme. The normal age of retirement for all university appointments is 65.

Smoking

The Institute and the University operate a no-smoking policy.

Medical questionnaire and right to work in the UK

Initial appointment will be subject to completion of a medical questionnaire which is acceptable to the University, and the provision of proof of the right to work in the UK

Pre employment screening

The University reserves the right to screen individuals for employment. Any such screening would be discussed with you in advance of it taking place.

Data protection

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.

Equal Opportunities

The policy and practice of the University of Oxford require that 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. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of his or her sex, marital status, racial group, age or disability. In all cases, ability to perform the job will be the primary consideration.

If you apply for the post you will be sent a copy of the University's Equal Opportunities Monitoring Form (Form M1) and a reply envelope addressed to the University's Equal Opportunities Officer. The form is anonymous and used only to monitor and ensure equality of opportunity for all candidates. It is *not* part of the selection process and will *not* be seen by a member of the selection panel.

University staff benefits

Maternity leave and childcare facilities

The University has three subsidised nurseries and also subsidises places at some local nurseries, although at present there is a waiting list. In addition, staff have access to a childminding network. There is also a salary sacrifice scheme whereby parents with children at university nurseries are able to save on income tax and national insurance contributions, and a virtual voucher scheme for parents with children not at university nurseries or placed with childminders through the network whereby a saving is made on national insurance contributions. There is also a holiday playscheme for school-age children. Further information may be obtained from the childcare website (<http://www.admin.ox.ac.uk/eop/child>)

Travel arrangements

The University offers an interest-free season ticket loan scheme for bus or train season tickets. Annual passes for Oxford Bus Company routes are available at discounted rates. There is no parking on site at the OII's premises and staff are encouraged to use the Park and Ride scheme. Located in central Oxford the OII is within easy reach of the railway station and many bus routes.

University facilities

All University staff can use the study facilities provided by University libraries and museums; join the University Club, a sports and social club which has its own bar, café, and reading room; and make use of the University Sports Complex and the Pulse fitness centre.

Cultural and religious needs

We respect the cultural and religious lives of our staff. If you need time away from work, or special facilities, and can give plenty of notice for arrangements to be made, this will always be considered.

Discounts

A number of discounts are available to University staff e.g. for insurance, holiday travel, and computer equipment.

The range of benefits is continuously reviewed and extended. For further information see www.admin.ox.ac.uk/ps/staff/benefits/

How to apply

Please provide the following by post or by email:

- a covering letter giving your full name and contact address, telephone number and email address, quoting reference CZ09002
- a statement, on not more than 2-3 sides of A4, setting out - with examples - how your experience and skills match those outlined in the selection criteria and why you think you would be suitable for the position
- an up-to-date curriculum vitae detailing your work experience, education and training
- one or two examples of recent work, one of which should relate to research within the OII's area of interest.
- the names, postal and e-mail addresses and telephone/fax numbers of two referees (see below). Testimonials should not be sent.

Deadline

The above should reach the Administrative Officer, Oxford Internet Institute, 1 St Giles, Oxford OX1 3JS or email recruit@oii.ox.ac.uk by no later than 12:00 noon GMT on **Wednesday 25th February 2009**.

Interviews

It is planned to hold interviews of shortlisted candidates in Oxford on Tuesday 10th March 2009. Candidates applying from overseas may be interviewed by telephone.

Referees:

The University will assume that it is free to approach referees unless your application stipulates otherwise. If you wish a referee or referees to be approached only with your specific permission and/or if you are being called for interview on the final short list or are in receipt of a conditional offer, please state such requirements explicitly alongside the details of the relevant referee(s).

Those named as referees should have direct experience of your work, either in a supervisory capacity or through a sustained period of professional interaction. It would be helpful if you could indicate the capacity in which your referees have gained knowledge of your work.