

Summary

Job title	Junior Research Fellow
Department	Kellogg College
Location	60-62 Banbury Road, Oxford, OX2 6PN
Grade and salary	Non-stipendiary
Fellowship Length	Fixed term (3 years)
Vacancy reference	JRF application
Additional information	<i>This vacancy is only available to early-career researchers at the University of Oxford. This fellowship runs co-terminus to the university appointment you are in at the time of application. The fellowship is non-transferable.</i>

The role

The main duty of the Junior Research Fellow (JRF) is to undertake research, but it is hoped that the JRF will also contribute to the general intellectual life of the College.

Although no stipend is payable, the JRF will be entitled to discounted lunches throughout the year when the kitchens are open, discounted Guest Night Dinners, and the use of a shared Fellows' office. Those who have recently obtained, or are expected soon to obtain, a doctorate, who are working in any of the fields of research of the College's Fellows (see <https://www.kellogg.ox.ac.uk/explore/our-people/>) and/or Kellogg Centres (see <https://www.kellogg.ox.ac.uk/kellogg-centres/>), and who have been appointed to a stipendiary post within the University, are eligible to apply.

Responsibilities

- Act as a College adviser for students
 - an advisor is expected to: monitor the student's progress; discuss the University supervisor's reports with the student; and to be available for regular consultation on academic or other matters — including any issues that a student may feel unable to raise with their University supervisor.
- Be an active member of the College, participate in College events, be a positive ambassador for Kellogg and to always act in the best interests of the College.
- Present a seminar in line with the research being undertaken.

Selection criteria

Essential selection criteria

- Recently obtained, or are expected soon to obtain, a doctorate
- Relevance of proposed research/teaching to College centres and expertise
- A stipendiary research post within University of Oxford
- An excellent academic track record



- Excellent written communication skills, demonstrated by a track record in publications, reports, a dissertation, or other written material.
- Track record of academic oral presentations such as seminars or conference presentations
- The ability and motivation to pursue an independent research project.
- Awards or recognition of excellence
- The ability and motivation to contribute to the overall academic life of the College.

Pre-employment screening

Standard checks

If you are offered the post, the offer will be subject to standard pre-employment checks. You will be asked to provide proof of your right-to-work in the UK; and (if we haven't done so already) we will contact the referees you have nominated.

Please read the candidate notes on the University's pre-employment screening procedures at:

<https://www.jobs.ox.ac.uk/pre-employment-checks>

About the University of Oxford

Welcome to the University of Oxford. We aim to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers engage with academic, commercial and cultural partners across the world to stimulate high-quality research and enable innovation through a broad range of social, policy and economic impacts.

We believe our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our staff with a welcoming and inclusive workplace that enables everyone to develop and do their best work. Recognising that diversity is our strength, vital for innovation and creativity, we aspire to build a truly diverse community which values and respects every individual's unique contribution.

While we have long traditions of scholarship, we are also forward-looking, creative and cutting-edge. Oxford is one of Europe's most entrepreneurial universities and we rank first in the UK for university spin-outs, and in recent years we have spun out 15-20 new companies every year. We are also recognised as leaders in support for social enterprise.

Join us and you will find a unique, democratic and international community, a great range of staff benefits and access to a vibrant array of cultural activities in the beautiful city of Oxford.

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

Kellogg College

The President and fellows of Kellogg are committed to supporting the lifelong learning work of the University and expanding opportunities for students across all learning modes, including full-time, part-time, online, and professional development pathways. Kellogg is Oxford University's most internationally diverse College and currently comprises the President, 285 Fellows, 40 Common Room Members, 68 Research Members of Common Room, and more than 1,430 Master's and Doctoral students (over 1,100 part-time and over 330 full-time).

The College is located on the Norham Manor site in North Oxford, a short distance from the city centre. Kellogg is dedicated to fostering a welcoming and supportive community that actively celebrates diversity, promotes equity, and encourages excellence in all its activities. We are committed to creating an inclusive environment where individuals of all backgrounds, identities, and experiences can thrive and contribute meaningfully.

The College maintains its sense of community through an inclusive calendar of events and expanding student accommodation that considers diverse needs. Kellogg is a dynamic, growing, and egalitarian College where each member—students, staff, and fellows—has the opportunity to contribute to and shape our collective future and evolving traditions.

How to apply

Applications are made through our e-recruitment system and you will find all the information you need about how to apply on our Jobs website <https://www.jobs.ox.ac.uk/how-to-apply>.

If you would like to apply, write to the Senior Tutor, Kellogg College, by noon on Friday 14 March 2025, providing a CV, together with a covering letter detailing the stipendiary appointment held, the nature of the research being undertaken, and how you see yourself contributing to the intellectual life of the College. Two referees should be asked to write by the same date to the Senior Tutor in support of the application.

Your application will be judged solely on the basis of how you demonstrate that you meet the selection criteria stated in the job description.

Please upload all documents **as PDF files** with your name and the document type in the filename.

All applications must be received by **midday** UK time on the closing date stated in the online advertisement.

Important information for candidates

Data Privacy

Please note that any personal data submitted to the University as part of the job application process will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the University's Privacy Notice for Job Applicants at: <https://compliance.admin.ox.ac.uk/job-applicant-privacy-policy>. The University's Policy on Data Protection is available at: <https://compliance.admin.ox.ac.uk/data-protection-policy>.

Equality of opportunity

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. In all cases, ability to perform the job will be the primary consideration. No applicant or member of staff shall be discriminated against because of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation.