Scholarship & Christianity in Oxford (SCIO) in partnership with Wycliffe Hall
(SCIO is Wycliffe Hall’s partner in international education and research)

SCIO Junior Research Fellow in STEM and Science and Religion

May be configured as 40% fte or as 50% fte to include tutoring

Period: 01 March 2020 (or as soon as possible) to 31 August 2021

Organization
SCIO, a registered UK charity (formally, CCCU-UK), is the UK subsidiary of the Council for Christian Colleges & Universities (CCCU), which is an international higher education association of Christian liberal arts colleges and universities with headquarters in Washington, DC.

In partnership with Wycliffe Hall, SCIO oversees the CCCU’s activities in Oxford. It runs two student programmes: a Visiting Student programme, the Scholars’ Semester in Oxford and the Oxford Summer Programme. It also runs conferences for faculty researchers working on biblical texts and science and religion projects for academic staff from member campuses and runs an annual conference on Biblical studies for postgraduates.

SCIO’s Mission
To foster scholarly engagement, intellectual excellence, and authentic Christian spirituality and the connections between them within an international academic community at Oxford.

SCIO strives to do this by:

• Helping students drawn largely from CCCU colleges realise their academic and personal potential at Oxford, at graduate or professional school, and throughout life
• Encouraging high quality research on the part of its staff and faculty from CCCU colleges as individuals and as members of research programmes based at SCIO
• Cultivating a community of alumni who support each other and SCIO’s mission
• Enabling its staff to develop professionally and flourish personally

Position
With funding from the John Templeton Foundation, SCIO seeks to appoint a fixed-term Junior Research Fellow in Science and Religion.

The postholder will play a critical role in developing a new grant project aimed at creating postdoctoral fellowships in experimental sciences at select North American Christian, liberal arts universities that are members of SCIO’s parent organization, the CCCU. The incumbent will work closely with the project director to:

• Develop and run a series of webinars in science and religion to be offered to postdoctoral fellows in North American R1 and UK Russell group universities. The webinars will run for the academic year 2020–2021.
• Contribute to a report recommending best practices for enhancing diversity among STEM postdoctoral fellowships at smaller institutions.
• Co-author a report, based on the work of an institutional researcher, on the current state of STEM research, science and religion engagement, and institutional support structures for STEM at CCCU member institutions.

The postholder may also have the opportunity, where appropriate, to teach, engage with other

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Salary and leave entitlement are calculated on the basis of a ‘normal’ fte forty-hour week. However, this is an academic post for which the hours may vary from week to week in accordance with need; the expectation of the employer is that the postholder will work such hours as may be reasonably required to carry out the duties of the post.
pedagogical activities with SCIO’s undergraduate programmes, and participate in SCIO’s broader mission of engaging with science and religion. The postholder should be research active; this post is intended to complement a part-time research post elsewhere in the university.

This position is primarily funded by a grant from outside grantors and its duration is tied to that grant funding and, perhaps, other funders as they arise. Additional grants in science and religion are expected and may expand this position to full time and/or extend the duration of the position.

The postholder will enjoy the company of university faculty and students and, being in frequent contact with them, may provide some pastoral support for them (though a pastoral support staff is employed by the organization). In consequence, there is a Genuine Occupational Requirement that the appointee, who will represent the aims and objectives of SCIO in all contacts with SCIO students and academic visitors, and will be able to identify with those aims, as listed above. The postholder will work as part of a supportive team in a pleasant office in North Oxford. The position may include some international travel.

**Line Manager:** Stan Rosenberg, project director, SCIO’s Executive Director

**Duties**

- **Academic project coordination for Supporting Structures grant project;** Working under the direction of the project director: 40% fte
  
  - Organization and co-ordination (with support from the administrative team) of a small conference, the research projects, and other funded short term programme planning for projects funded by Templeton and other funders in STEM research and science and religion (and related projects, as required).
  
  - Contribute to the development and coordination of the curriculum for the postdoctoral webinars and related aspects of implementing the projects.
    - Choose, implement, and work with webinar software
    - Recruit and manage two cohorts each of 10 postdoctoral fellows in experimental sciences to be part of the webinars
    - Organize the academic programme for the webinars coordinating the reading selections and presenters
    - Work with the team (selected by the funders) to assess the quality, design, outputs, and outcome of the webinars
  
  - Contribute to a report recommending best practices for enhancing diversity among STEM postdoctoral fellowships at smaller institutions.
  
  - Co-author a report, based on the work of an institutional researcher, on the current state of STEM research, science and religion engagement, and institutional support structures for STEM at CCCU member institutions.
  
  - Help develop and write the expected follow-on grant applications for 2020 and beyond.
  
  - Work with the Operations and Projects Administrator/s and other staff to oversee activity as and where needed to:
    - Organize suitable housing and conference space
    - Book teaching rooms, equipment, and meals at Wycliffe Hall, and elsewhere
    - Book transport and venues for participants
    - Correspond with participants and speakers
    - Liaise with Wycliffe Hall academic, administrative, and technical staff
    - Manage active and archived files and forms (mainly electronic, some paper)
    - Prepare arrival and orientation materials for participants
    - Coordinate visiting academic visa matters and issue immigration letters
o Preparation of publication materials for marketing, programme handbooks, websites, and other electronic media in conjunction with SCIO’s editor
o Other related administrative duties

- Support of the Oxford-based meetings of the research team
- Represent SCIO as a participant in appropriate science and religion discussion groups in Oxford and elsewhere in the UK (and possibly further afield pending budgetary approval)
- Coordinate and communicate with external (to the team) scholars
- Coordinate marketing of science and religion conferences
- Provide editorial support for popular and academic papers which might evolve from the project
- Coordinate a group of grant submissions by Bridging Two Cultures alumni to Templeton Religion Trust invited by the foundation
- Assist with management of conference and project budgets
- Make 1–2 trips to North America to visit university campuses and participate in a relevant conference related to science and religion
- If asked, go on a recruiting/speaking tour of CCCU colleges (typically lasting 7–10 days inclusive of a weekend, giving lectures, meeting faculty, meeting students, etc.)

- **Tutoring in academic subject and in science and religion and cognate fields and pastoral support for students.** 10% fte
  - Offer 1–2 tutorials per term and occasional lectures
  - Advise the director of studies as appropriate (in own field and cognate fields) and help arrange tutorials for Wycliffe’s Registered Visiting Students and Associate Members (studying in conjunction with SCIO)
  - Contribute to the science and religion seminar for undergraduates each term
  - Offer academic advice to students during SSO with weekly office hours of 1–2 hours per week
  - Mark or second mark relevant essays for British culture course if appropriate
  - Advise a small number of students and mark their undergraduate research essays and undergraduate theses if students request teaching in areas of the lecturer’s expertise

**Selection Criteria**

**Required**

- Appropriate training and background in an experimental science, including degree at doctorate level or reasonable expectation of completing such within a year. Applicants with primary advanced academic training in science and religion and possessing a strong background in an experimental science (to degree level) may be considered
- Background and training (academic preferred), and substantial interest in science and religion
- Ability to represent the institutions to outside scholars and organisations
- Competence in Microsoft Office suite (Word, Excel, Outlook), video conferencing, social media, and Adobe Acrobat
- Event co-ordination experience
- Attention to detail, particularly in implementing agreed arrangements and in preparing material for publication/circulation
- Ability to work independently and collaboratively
- Capacity to manage many competing tasks
- Willingness to be flexible about hours when the programme demands e.g. conference arrival days, planning campus visits in North America, etc.
• Sensitivity to the academic, spiritual, and cultural needs of CCCU students adapting to an unfamiliar academic and cultural context
• Willingness to offer day to day pastoral support to STEM students if required
• Fulfilment of the Genuine Occupational Requirement that the postholder share the ethos, aims, and objectives of SCIO and Wycliffe Hall

Desirable
• Academic training in science and religion
• Familiarity with the University of Oxford
• Familiarity with North American higher education and small liberal arts institutions
• Familiarity with North American, Christian liberal arts colleges and universities
• Experience with preparing material for publication
• Enjoyment of the company of scholars, university students, and international visitors
• Willingness to participate in programme social and academic events (where appropriate)

Salary and benefits
• Salary is £33,457 pro rata per annum based on holding a doctorate. Applicants with advanced training but not yet holding a doctorate would be salaried at a level commensurate to academic attainment and experience
• Pension scheme (USS)
• If appropriate, Wycliffe Hall may grant College Staff status
• Annual leave pro rata: public holidays (8), plus 26 days per year
• Sick Leave pro rata: 10 days per year (15 after three years) plus 3 personal leave days per year

Additional benefits at Wycliffe Hall’s discretion
• Status as Hall staff with Bodleian / University ID and email
• Lunch at Wycliffe Hall when the dining room serves meals

Start date
• 1 March 2020 or as soon as possible

Application and deadline
• CV, cover letter, and three references to kathryn.goetz@scio-uk.org
• Submit by 12:00 pm, 19 February 2020