

**NEWNHAM COLLEGE
CAMBRIDGE**

EARLY CAREER RESEARCH FELLOWSHIP IN ENGINEERING 2024

Applications are invited from outstanding women graduates of any university for a stipendiary Early Career Research Fellowship (ECF) in Engineering at Newnham College. The Fellowship is intended to provide an opportunity for someone relatively early in their academic career to continue to develop teaching skills whilst pursuing academic research. Applicants must have already received their doctoral degree. The successful candidate will be put forward for election to a Fellowship (Category B) of Newnham College and be a member of Newnham's Governing Body for the duration of their Fellowship.

Applications are particularly welcomed from those who identify as being from Black, Asian or other minority ethnic groups.

Candidates whose subject renders them eligible to apply for both this Fellowship and the Newnham College Research Fellowship in Science, Mathematics, Engineering or Psychology need only complete a single application, but should indicate that they are applying for both positions and must include both parts of the statement required on research and teaching.

APPLICATION INFORMATION

1. There is no age limit, but the ECF is intended to support women with high potential, at an early stage of their academic careers (typically less than three years' experience post PhD, exclusive of any career breaks) and who will expect to go on to hold posts in institutions of international standing. Applicants who have taken time out of research for professional or family reasons will not be at a disadvantage.
2. The ECF is open to women of any nationality, but where a candidate is appointed who requires a visa in order to work in the UK, the appointment will be conditional upon the candidate successfully obtaining the necessary visa covering the entire duration of the appointment.
3. The ECF is tenable for three years with effect from 1 October 2024 and is not renewable or extendable. The appointment is subject to a probationary period of six months.
4. The Early Career Research Fellow will have freedom to develop their own research but such Fellows normally choose to work within the Engineering Department of the University of Cambridge (or in an associated local Research Institute), where they would usually be welcomed by a named individual or research group; candidates should make such arrangements themselves. They should also establish whether research facilities and expenses would be provided as we will request the department to confirm the arrangements, including any necessary risk assessment or ethics approval, in a letter of support at the shortlisting stage.
5. The stipend will be paid at Point 41 on the University Scale (£36,024 for 2023-24). The stipend is on a three-point scale and rises each year to the next point on that scale.

Early Career Research Fellows are eligible to join the Universities Superannuation Scheme.

Stipends may be adjusted for an Early Career Research Fellow who has financial support from other sources.

6. The Early Career Research Fellow:
 - is expected to be resident in Cambridge during Full Term (occasional absences to attend eg a conference which does not interfere with College responsibilities may be approved)
 - can apply to rent College accommodation, if available.

- is entitled to free meals if they live in College accommodation. Such meals are available only when the College kitchens are open, and do not include the Iris Café.
 - is entitled to 7 free meals per week if they do not live in College accommodation.
 - may apply to the Senior Members' Research Support committee for additional support towards certain research, training or conference expenses.
 - is eligible for the provision of IT equipment. This would typically be a laptop (with a choice of Mac or Windows), which will remain the property of the College.
 - is entitled to the free use of, or share in the use of, a study in College.
 - is eligible for assistance with childcare costs.
7. An award of £10,000 will be made available to the Early Career Research Fellow during the tenure of their Fellowship to host an approved “event” or series of “events” (e.g. conference, seminar) to promote their research.
8. The Early Career Research Fellow will be expected to undertake around 30 supervisions (small group teaching) in each academic year for Newnham students in Part 1 Engineering (the first two years of the course) where supervisions may be required in Mathematics, Mechanics, Thermodynamics, Structural mechanics, Materials, Electrical and electronic engineering, Information and Control. They will also be required to assist with Undergraduate Engineering admissions interviews which takes up several days in December. They may be asked to direct studies for Newnham students for one or more years of the engineering Tripos. This work will be remunerated on top of stipend at the normal rate for a new Fellow of the College for supervisions, admissions interviewing and directing studies. The 2023-24 rates are £53.92 per supervision (assumes 2 supervisees), £34.22 per hour of UG admissions interviewing and £280 per student per annum for directing studies.
9. If the Early Career Fellow is offered the opportunity to undertake University teaching, they should negotiate remuneration for that work separately with the University.
10. The Early Career Fellow must comply with College policies on risk assessment. No travel for work purposes can be authorized to areas where there is an FCDO (UK Foreign, Commonwealth and Development Office) travel advisory against travel. Research Fellows must also comply with College policies on research ethics, and the application form asks whether research proposals involve any research ethics considerations.
11. Applications should be made on-line at: https://app.casc.cam.ac.uk/fas_live/hum_newn.aspx no later than 23:59 UK local time on Friday 22 September 2023.
- The application will comprise:
1. A system-generated application form to be completed on-line,
 2. A CV
 3. A two -part statement submitted as a single document.
 - The first part should be a research statement of no more than 1,000 words in all, outlining the work the candidate would wish to submit in support of their application and the research they propose to do if elected. The Research Fellowships Panel will attach considerable importance to the organisation and style of this statement. In particular, both parts of this statement should avoid technical language and be accessible to a general scientific audience. It should also include an assurance that, where necessary, appropriate research arrangements with the Cambridge Engineering Department or local research institute have been made. Candidates who are shortlisted will need to provide that assurance in writing from a suitable person in the Department or Research Institute. It is usual for Research Fellows in the Engineering Department to be associated with a specific research group, and for the head of that group to confirm that adequate access to space, research funding and facilities will be provided.
 - The second part should be a statement of no more than 1,000 words detailing how the candidate meets the teaching and listening and interpersonal skills elements of the

person specification at the end of the application information. This should focus in particular on their experience in small group teaching of undergraduates, and in which areas of engineering they would expect to be able to teach such groups.

4. The names and addresses (postal and email) of two referees familiar with the candidate's work, including at least one familiar with their teaching experience.

(NB - Items 2 & 3 must be uploaded to the on-line application system as pdf documents)

12. Once the candidate has completed their on-line application an email will be sent to each referee specified. Candidates should inform their referees that they will be unable to submit their references until this email has been received, and that both references **MUST** be submitted by 23:59 UK local time on Friday 29 September 2023 or they will be too late for consideration. Referees will be expected to address the candidate's suitability for this appointment. Generic dossier references are not acceptable. Candidates should make sure that their referees are aware that this post is the equivalent of a junior Faculty position; they will be disadvantaged in this competition if their referees do not address their suitability for a post at this level. Applications with fewer than two submitted references will not be considered.
13. Selected candidates will be invited to submit three pieces of written work, which must be in English, in support of their application. The preference is for work that has been published or accepted for publication in peer-reviewed journals or conference proceedings, but candidates may submit unpublished work such as a part of the PhD thesis. If the submitted work has been produced in collaboration with others (e.g. joint publications) it should be accompanied by statements from both the applicant and the most senior co- author(s) giving details, for each paper, of the contribution of the applicant to both the research and the writing. They will receive a request for this work by Friday 27 October and the closing date for submission will be Friday 3 November. The written work will be submitted on-line, as a single pdf document.
14. It is expected that short-listed candidates will be interviewed during week commencing 8 Jan 2024. Interviews may be via Zoom. If candidates are also applying for the separate Newnham College Research Fellowship in Science, Mathematics, Engineering or Psychology and are short listed for interview for both the JRF and the ECF, they will be interviewed once, and the interview will cover both posts.
15. Newnham College aims to attract, recruit, retain and develop talent from the widest possible talent pool. We positively encourage applications from suitably qualified and eligible candidates, regardless of race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity status.
16. These appointments comply with legislation on sex discrimination, relying on the Equality Act 2010, Schedule 22, and Article 3 of the College Charter. Newnham College admits only those who are formally recognised as female and are identified as such on a current passport, driving licence, birth certificate or gender recognition certificate. This means women graduates, including transwomen graduates, and Assigned Female At Birth non-binary graduates, are eligible to apply for Newnham's Research Fellowships. If you have any queries about your eligibility, please contact the Principal's Secretary Claire.berryman@newn.cam.ac.uk.
17. The data supplied by you and your referees is used by us in the first instance solely for the purposes of considering your suitability for appointment and for us to manage our recruitment processes, including our monitoring of equality and diversity within the College. The legal basis for processing your personal data is that it is necessary in order for you to enter into an employment contract with us, where you will be subject to the College's governing documents. If you are successful in your application, your data will be held as part of your employment record with us. If you are unsuccessful in your application, we retain all data and information for no more than twelve months after the closing date of the application process, though the names of those who apply for College Fellowships may be retained permanently. The College's full Privacy Notice for job applicants and candidates for election to College memberships may be accessed via: <https://newn.cam.ac.uk/about/governance/governance-documents/data-protection-2/>

The person who is responsible for monitoring compliance with relevant legislation in relation to the protection of personal information is the Bursar, data-protection@newn.cam.ac.uk , and any queries relating to the management of your personal data should be directed to the Bursar in the first instance.

August 2023

Person specification

	Essential	Desirable
Education and Qualifications		
A PhD in Engineering	✓	
Specialist knowledge and skills		
Evidence of ability to engage in high-level research in Engineering, with publications and research activity commensurate with stage of career.	✓	
Teaching skills		
Evidence of ability to teach effectively in one or more of the following engineering subjects: Mechanics, Structures, Materials, Thermofluid Mechanics, Electrical Engineering, Information Engineering	✓	
Evidence of ability to teach in other areas of engineering		✓
Interpersonal and Communication Skills		
Evidence of ability to work together with colleagues in a collegial and collaborative manner.	✓	
Evidence of ability to take an inclusive approach to teaching.	✓	