FURTHER PARTICULARS

PRESIDENT | MAGDALEN COLLEGE, OXFORD
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These further particulars should be read in conjunction with information available on the Magdalen College website at www.magd.ox.ac.uk
WELCOME

Thank you for your interest in the role of President of Magdalen College, Oxford. The College is seeking to appoint a successor to Professor Sir David Clary FRS, to take office on 1 September 2020.

The successful candidate will be an inspiring leader with the energy and commitment to engage in all aspects of College life and to play a major role in its future progress as an academic institution. In a time of considerable change in the Higher Education landscape, Magdalen College is well placed to make distinctive contributions on the local, national, and international stage. Magdalen is thus looking for a President who will combine the capacity for strategic vision with a collegial style of leadership in helping the College rise to the challenges ahead. The President will support the College in a major new fund-raising initiative and in looking at innovative ways to increase access to, and widen participation in, Higher Education, ensuring that Magdalen is at the forefront of new thinking in this sector.

Magdalen welcomes applications from women and men worldwide, and is committed to equality and diversity.
THE COLLEGE

Magdalen College has a tradition of learning, education, and research dating back to 1458. As an academic institution, Magdalen prides itself on striving for the highest standards in its teaching and research. The contemporary College community is international and cosmopolitan and, in addition to the President and 71 Governing Body Fellows, comprises approximately 380 undergraduates and 230 graduates from all over the world, 40 College Lecturers involved in tutorial teaching, and 150 non-academic staff, who contribute in many essential ways to Magdalen’s working life.

Magdalen is proud of the achievements of all its current and former students, and our alumni have gone on to forge successful careers in fields as diverse as science, medicine, the humanities, law, finance, public service, the arts, and as entrepreneurs. The College maintains regular contact with more than 9,000 of its old members, over 1,200 of whom attended a Magdalen event in the course of the last year, and has developed a lively social media presence in recent years. Included in a long list of the College’s distinguished members are nine Nobel Prize-winners, as well as many figures who have made notable contributions to learning, education, public life, and popular culture.

Magdalen is one of the three traditional Choral Foundations in Oxford, with choristers for the Choir provided by Magdalen College School (with whom the College shares a foundation), and services held in Chapel every day during term-time. The Choir, directed by the Informator Choristarum, is internationally renowned and undertakes many tours and recordings. Services in Chapel, to which people of all faiths (and none) are welcome, are conducted by the Dean of Divinity, who plays an important role in the pastoral life of the College.
In terms of its estate, the College is situated in some of the most beautiful grounds in Oxford, occupying an area of 120 acres adjacent to the River Cherwell that includes a Deer Park and Water Meadow. The Great Tower marks the eastern approach to the city centre, and the Oxford Botanic Garden directly opposite – also on Magdalen land – is the oldest such garden in the country.

Amongst the College’s most recent major building projects, undertaken during the tenure of the last two Presidents, have been the Holywell Ford graduate centre (completed 1995), the Grove Buildings (1999), which provide 50 rooms and a well-equipped auditorium, and the renovation and extension of the Longwall Library (2016), now one of the largest college libraries in Oxford, housing around 100,000 titles. All of these projects have received architectural awards.
The College also owns and manages The Oxford Science Park, a 75-acre development on the south-eastern outskirts of the city, established in 1991 and now providing a workplace for more than 2,500 people in over 70 companies, ranging from start-ups to multi-national organisations. The Oxford Science Park has developed into one of the most influential science, technology, and business environments in the UK, and helps the College meet one of its charitable objects through the advancement of science for the benefit of the public.

**GOVERNANCE AND ACADEMIC LIFE**

The College is an educational charity governed by Statutes approved by the Privy Council of the United Kingdom. The Governing Body of President and Fellows has responsibility for the strategic direction and management of the affairs of the College, including its finances and assets. The Fellows represented on Governing Body include 43 Tutorial Fellows, together with a number of Professorial Fellows, Fellows by Special Election, and Fellows by Examination (Junior Research Fellows). Undergraduate and graduate students are also represented at meetings of the Governing Body, except for discussion of reserved business, and are members of a number of other College committees.

The Governing Body conducts its business through College Meetings chaired by the President, which are held three times in each term, and through a number of subcommittees. Decisions are reached by consensus after considered discussion, and the President must have the ability to guide debate and the exchange of opinions with that end in view. The Governing Body’s work is supported by an excellent team of full- and part-time officers who are responsible for the academic, financial, and domestic operation of the College.

The Fellowship also includes Emeritus Fellows, Honorary Fellows, and Waynflete Fellows who, whilst not members of the Governing Body, support the College in diverse ways. The Statutes also provide for the post of Visitor,
traditionally held by the Bishop of Winchester, who fulfils chiefly advisory and ceremonial duties, but who has the authority (rarely invoked in practice) to arbitrate on College disputes.

In its academic activities, the College aspires to excellence in both teaching and research. Magdalen is also fully committed to enhancing opportunities for access to the University for all who would benefit from such an education. Reflecting the strong commitment to tutorial support offered by our Fellows and Lecturers, Magdalen undergraduates have achieved outstanding examination results in recent years, with the College coming top of the multi-year Norrington Table of Finals results covering the period 2007–2018. Our graduate community is also vibrant and diverse, containing many students from around the world who have won scholarships or awards to study at Oxford. Many of our Fellows, too, achieve distinction beyond their academic careers, for example in public service on national and international boards, or as innovators and founders of start-up companies.

The intellectual life of the College is enhanced by many other activities, such as those of the Calleva Research Centre for Evolution and Human Science, as well as numerous dedicated societies. These include, for example, events organised by the Sherrington Society (medicine), Atkin Society (law), Macintyre Society (history), Iberian Medieval Studies Seminar (MIMSS), and Florio Society (poetry). There are also regular concerts and recitals presented by the Music Society, an annual summer play staged by the Magdalen Players in the walled President’s Garden, screenings arranged by the Film Society in the 160-seater Grove Auditorium, biannual exhibitions in the Old Library, and frequent art shows and workshops. The College is able to support 12 Junior Research Fellows within the Fellowship, in addition to hosting Visiting Fellows and external speakers, and research seminars arranged by our graduate students are held across all disciplines. Our junior members also make full use of the College’s excellent sporting facilities and are frequently selected for University and occasionally even for national honours.
ADMINISTRATION AND FINANCES

The academic life of the College is supported by a number of key officers responsible for the administration of different aspects of College operations. These include the Senior Tutor (academic matters), Bursar (finances and investments), Home Bursar (domestic operations), and Development Director (fundraising and alumni relations). They work with a larger team that includes tutors for both undergraduate and graduate admissions, Deans and dedicated College staff involved in student welfare and support, and access and outreach officers.

The College’s income is made up of student fees, conference revenues, donations, and returns from the endowment. Turnover in the last academic year was £21 million, with the College’s endowment valued at £273 million, of which The Oxford Science Park represented £82 million and is continuing to show strong growth. Whilst oversight of the College’s finances and investments ultimately rests with the Governing Body, its policy is informed by the detailed work of the Bursarial and Investment Committees, the latter of which has a balance of external members, one of whom acts as chair.

Magdalen is particularly fortunate in the support it receives from alumni, friends, and benefactors who contribute generously to the College’s annual expenditure, capital projects, and endowment. Fund-raising activity is coordinated by the Development Office under the Development Director with the assistance of the Magdalen College Development Trust, chaired by an external member. The College is starting to develop plans for a major new fund-raising campaign in which the incoming President would play a leading role.
THE ROLE OF THE PRESIDENT

The President oversees the successful operation and future development of the College as a place of education, research, and scholarship, and will be an ambassador for Magdalen both within the University and in the national and international arena. The President will play a leading role in fostering a culture at Magdalen in which students are encouraged to excel academically, whilst developing personally as a result of their College and University experience. The President also supports the Fellows in balancing their teaching and research with other duties in the College. A key part of the President’s role is to facilitate strategic debate within the Governing Body, to develop an outward-looking perspective and shape its future thinking, and to ensure that the College realizes its potential as a world-class academic institution with a role to play on the global stage.

The role of President is a challenging one, but offers an opportunity for ambitious individuals who wish to be at the forefront of Magdalen’s future contributions to society, requiring an effective communicator who is sensitive to the College’s public profile. The College is committed to developing further its outreach and communications strategy, and to being involved in new initiatives that will enhance access to Higher Education. As the President chairs most of Magdalen’s committees, s/he will need to have a balanced interest in all elements of the College’s affairs.

The key duties of the President thus include:

Academic leadership

- Guiding the College in shaping its academic strategy.
- Working with the Fellows to enable their decision-making in an
active, participatory manner, building and maintaining the trust and support of the Fellowship.

- Maintaining an effective working relationship with College officers including the Senior Tutor, Bursar, Home Bursar, and Development Director.
- Inspiring and encouraging all members of the College in their academic endeavours.
- Being available and accessible to Fellows and students.

Governance and strategic planning

- Overseeing the governance and management of the College, chairing meetings of the Governing Body and key Committees, and meeting regularly with College officers.
- Promoting respect for the Statutes, Bylaws, and decisions of the College, and ensuring that it meets its charitable aims.
- Overseeing the process of strategic planning within the College.

Representation

- Being an effective advocate of the College’s views within the University, including at meetings of intercollegiate bodies such as the Conference of Colleges.
- Acting as an ambassador for the College and being willing to represent its views to the wider public.
- Hosting events in the President’s Lodgings, including the reception of official visitors, and occasional events for students, staff and alumni, as well as presiding regularly at High Table during term-time.
- Being willing to attend events on behalf of the College at weekends and outside normal working hours.

Welfare

- Demonstrating a commitment to the welfare of all Fellows, lecturers, students, and staff, and
to the continuous improvement of the College’s welfare provision.

**Development and alumni relations**

- Working with the Development Office to foster relationships with alumni and potential donors and to develop a vision for future fundraising strategy that will enable the College to fulfil its longer-term aspirations, entailing travel both within the UK and overseas.
- Representing the College at a wide variety of events to support alumni relations, including gaudies (reunions) and other special occasions.

**CANDIDATE SPECIFICATION**

The President is first amongst equals, leading but not dictating College ambitions, and able to elicit the support of the Fellows in decision-making in an active and participatory manner. S/he will thus need to be collegial in manner and adept at building consensus.

In seeking to appoint its next President, Magdalen is looking for an individual of national or international stature and influence who will fully engage with the life of the College. The College is keen to encourage applications from candidates from diverse professional backgrounds. The following qualifying criteria are regarded as essential:

- Experience of, or empathy for, the work of a distinguished academic community, with an understanding of the importance of research and teaching, and a commitment to academic excellence.
- A record of achievement recognised by a high level of distinction.
- Evidence of leadership and management skills.
- Experience of fundraising and/or development work.
- An ability to engage effectively with the broader College
community and with multiple stakeholders.

The individual sought will also have many or all of the following personal attributes:

- Energy, enthusiasm, and a willingness to engage in all aspects of College life.
- An ability to inspire, and be inspired by, students and academics.
- Skill at chairing meetings and navigating through a complex governance structure.
- A calm yet authoritative manner, combined with excellent listening skills and resilience.
- Outstanding communication skills, together with patience and persuasiveness.
- Sensitivity to the needs, goals, and aspirations of the whole academic community.
- An appreciation of the College’s unique heritage and a willingness to embrace Magdalen’s traditions, as well being forward-looking in approach.
- A spirit of openness and inclusivity towards all faiths and religions, together with a recognition of the importance of the Chapel and Choir in the life of the College.
- A keen interest in being a part of the College’s developing work on access and diversity.
- Enthusiasm for and active support of the further development of The Oxford Science Park.
- An interest in being part of, and continuing to create, a strong sense of community within the College.
TERMS OF APPOINTMENT

The incoming President will be appointed for an initial term of seven years, renewable for a further term of up to five years. The appointment is intended to start on 1 September 2020 and will be subject to satisfactory references and proof of the right to work in the UK.

The President’s Lodgings, situated in the centre of the main College site, are furnished and provided free of rent.

The President is required by Statute to be resident in College for at least six weeks in every term and for at least seven calendar months in every year. Periods spent away from Oxford whilst representing the College on official business do not count as absence.

The College is happy for the President to maintain certain activities outside her/his role as President so long as they are deemed not to be incompatible with the duties of the President. The time commitment inherent in this role is considerable, and it is important that the Presidency is, and is seen to be, the main focus of the appointee’s working life, especially during term-time.

The salary offered will be competitive with those of other heads of colleges and will be reviewed periodically by the College’s Remuneration Committee. Additionally, the appointment comes with membership of the Universities Superannuation Scheme, optional contributory health care scheme, dining rights, and an entertainment allowance.

The President is entitled to 30 days’ paid annual leave, as well as statutory public holidays. It is expected that holidays would normally be taken outside term-time and other periods when the President’s presence is considered essential.
The President will be provided with a Personal Assistant and domestic support.

The College would warmly welcome the President’s spouse or partner (if any) and/or immediate family to Magdalen, but would have no requirements of them with regard to any part of the President’s duties.

The College provides for maternity leave on a basis that exceeds the statutory provisions. Provided that they have at least 26 weeks’ service with the College at the 15th week before the expected week of birth, women are eligible for 26 weeks’ maternity leave on full pay, followed by 13 weeks of leave on Statutory Maternity Pay (SMP), and 13 weeks of unpaid maternity leave. Arrangements are available for Adoption Leave, Shared Parental Leave, and Paternity Leave. Magdalen College has a priority claim on four places in the University nurseries.

**APPLICATIONS**

The Governing Body has engaged Dr Curly Moloney of Moloney Search to assist in the process leading to the appointment of the College’s next President. If you would like an informal conversation about the role of President, please feel free to contact Dr Moloney on +44(0)20 7368 5100, or at cm@moloneysearch.com. Candidates are also welcome to contact the Vice-President of Magdalen, Prof. Andrew Smith, for any further information at vice-president@magd.ox.ac.uk.

Applications should be addressed to Dr Curly Moloney at Moloney Search and sent electronically to mag@moloneysearch.com. Applications should include:

(a) a curriculum vitae, including the names of suggested referees, and
(b) a letter explaining the candidate’s reasons for applying, and how the candidate believes she or he matches the qualities the College is seeking.

Please inform us in your application of any reasonable adjustments you might need in order to participate in the interview process.

The closing date for applications is 6 May 2019.


**APPOINTMENT PROCESS**

Following the closing date for applications, the Governing Body will meet in May to select its shortlist of candidates. Initial interviews will be held in late May or early June, as a result of which references will be taken up for certain candidates. Final interviews for a small number of candidates are expected to be held in the College in late June, with the intention that the decision on the pre-election of the next President be taken by vote of the Governing Body in July. The formal election and presentation of the new appointee to the Visitor will take place at a later date.

**EQUAL OPPORTUNITIES**

Magdalen College is an equal opportunities employer. We welcome applications from all qualified candidates and strongly encourage applications from women and from BME candidates. No applicant will be treated less favourably on account of her or his age, sex, marital status, race, ethnic or national origin, religion or belief, disability, or sexual orientation. Further information on the College’s Equality Policy can be found at [www.magd.ox.ac.uk/equality/](http://www.magd.ox.ac.uk/equality/).

Applicants are requested to complete the Magdalen College Recruitment Monitoring Form, which can be found on the College website at [www.magd.ox.ac.uk/job-vacancies/](http://www.magd.ox.ac.uk/job-vacancies/) and to return it to: Human Resources, Magdalen College, Oxford, OX1 4AU (or to human.resources@magd.ox.ac.uk by email). Please note that the form is anonymous and is used only to monitor and ensure equality of opportunity for all candidates; it does not form any part of the selection process.

**DATA PRIVACY**

Any personal data submitted to the College will be processed in accordance with the GDPR and related UK data protection legislation. For further information, please see the College’s Data Protection Policy and Privacy Notices at [www.magd.ox.ac.uk/other-policies/data-protection/](http://www.magd.ox.ac.uk/other-policies/data-protection/).