



FOR UNIVERSITY STAFF

ISSUE NO 98 – WEEK COMMENCING 24 July 17

SEMINARS

WEDNESDAY SEMINAR

There is no Wednesday Seminar this week.

FRIDAY SEMINAR

There is no Friday Seminar this week.

MEDICAL GRAND ROUNDS

There is no Medical Grand Rounds this week

CONGRATULATIONS



Congratulations to Associate Professors Leanne Hodson and Marella De Bruijn who have received funding from the University's Teaching Excellence Award Scheme for their project "Confident Personal Impact Training for Women; a pilot study"

FINANCIAL YEAR END



REMINDER

All **sterling cheques/cash** that need to be banked must be with Karen Parish by **close of business Tuesday 25th July**.

All **sales invoice requests** for services etc. that have taken place this year must be with Karen Parish by **close of business Thursday 27th July**.

Can you please ensure that all delivery notes are returned to Karen Parish promptly this week.

VACANCIES IN THE DEPARTMENT



RESEARCH FACILITATOR, OXFORD METABOLIC HEALTH 129577

GRADE 8: £39,324 - £46,924 PER ANNUM

We are seeking a Research Facilitator to support the coordination and promotion of metabolic research across the University of Oxford, as part of Oxford Metabolic Health (OMH). OMH brings together researchers from multiple University departments to enable strategic integration of research activities in metabolism, diabetes and obesity. The post will be based in OCDEM.

The post holder will have provide critical administrative and scientific support for OMH. Responsibilities will be varied and range from strategic input into research direction, liaison with the internal and external scientific community, support for recruitment efforts and funding applications, coordination of meetings and workshops, and development of a website.

The post holder should have a thorough understanding of the full cycle of research funding, and experience of project management in academic and/or industrial settings. Experience of metabolic research would be beneficial but is not essential. Candidates should have extremely strong communication and organisational skills. Candidates should also be educated to degree level.

The position is full time 37.5 hours per week. However, part time work at a minimum of 0.60 FTE would be considered. This post is funded for 2.5 years by the John Fell Fund. Appointment of suitable candidates at grade 7 (£31,076-£38,183) may be possible with some amendment to the job specifications.

Only applications received before midday on 26 July 2017 can be considered. Interviews are scheduled for 16 August 2017.

Please quote 129577 on all correspondence. You will be required to upload a CV and supporting statement as part of your online application.

To apply for this post please visit:

https://www.recruit.ox.ac.uk/pls/hrsliverecruit/erq_jobspec_details_form.jobspec?p_id=129577

PLANNED NETWORK OUTAGE TUESDAY 25 JULY: ACCESS TO THE INTERNET AND MSD IT SERVICES



Dear all,

This is to let you know that central IT Services will be doing some essential University backbone network upgrades next Tuesday, 25 July, at 7.15am. Many departments will lose internet access and ALL departments will lose access to MSD IT Services as they are connected via the equipment that is to be upgraded.

The good news is that the work should only take around 15 minutes and we will supervise it closely so we don't envisage widespread impact. Nonetheless I wanted to make sure you were aware so you could inform any of your staff who might be affected. I will also be notifying all IT Staff in our Division.

We recommend that you treat services at "at-risk" from 7am to 8am on that day and make sure any work is saved before then, as well as avoiding working directly on MSD IT Services from 7.15am until about 7.45am to be safe.

Yours sincerely,

Tony

Tony Brett

Director of Medical Sciences Division IT Services

BROAD STREET JUNCTION

Work has started on an overhaul of the junction of Broad Street, Parks Road, Holywell Street and Catte Street.

A junction table is being installed with roundabout style markings similar to those in Frideswide Square, replacing the defunct traffic lights.

The work, partially funded by the University, will reduce the speed of traffic on the approach, improving safety and convenience for cyclists and pedestrians.

Completion is expected in early August. Visit Oxford County Council's [webpage](#) for more information.

Parent/Carers Group

Next session

Thursday 3 August 2017 at 10.00am

Do you have questions or want to share information/experiences with fellow parents/carers?

The parent/carers group is a useful way for staff to share tips and advice. All staff are welcome to attend.

**10:00am
Large Seminar Room**

To sign up contact
charlotte.kelly@ocdem.ox.ac.uk



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**Explore Oxford, enjoy a Cream Tea
And help Cancer Research in Oxford on:**

Saturday 9th September 2017

Volunteer Oxford Blue-Badge Guides will take you on a leisurely
and informative walk around Oxford

Colleges and University buildings, finishing with
a really scrumptious traditional cream tea at the
Wesley Memorial Church in New Inn Hall Street

**Tours start from Oriel Square at
1:30 pm**

Information and Tickets (£12)
Children £6 from
Members of the Churchill
Partners committee email:
churchillpartnerscruk@gmail.com



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