## DEPARTMENT OF EXPERIMENTAL PSYCHOLOGY

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| Job title | Research Assistant |
| Division | Medical Sciences Division |
| Department | Experimental Psychology |
| Location | New Radcliffe House, Radcliffe Observatory Quarter, Woodstock Road |
| Grade and salary | Grade 6: £29,614- £35,326 |
| Hours | Full time (37.5 hours) |
| Contract type | Fixed-term for 24 months with the possibility of renewal |
| Reporting to | Bernhard Staresina, Professor of Cognitive Neuroscience |
| Vacancy reference | 154101 |

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| Research topic | Memory and Sleep |
| Principal Investigator / supervisor | Bernhard Staresina |
| Project team | Memory and Sleep laboratory |
| Project web site | www.staresinalab.com |
| Funding partner | The funds supporting this research project are provided by the European Research Council |
| Recent publications | Schreiner T, Petzka M, Staudigl T, Staresina BP. Endogenous memory reactivation during sleep in humans is clocked by slow oscillation-spindle complexes. Nat Commun. 2021 May 25;12(1):3112. doi: 10.1038/s41467-021-23520-2.  Staresina BP, Wimber M. A Neural Chronometry of Memory Recall. Trends Cogn Sci. 2019 Dec;23(12):1071-1085. doi: 10.1016/j.tics.2019.09.011..  Ngo HV, Fell J, Staresina B. Sleep spindles mediate hippocampal-neocortical coupling during long-duration ripples. Elife. 2020 Jul 13;9:e57011. doi: 10.7554/eLife.57011. |

**The role**

The post holder will report to Professor Bernhard Staresina in the Memory and Sleep Laboratory. The laboratory investigates the interactions between episodic memory formation and brain dynamics during sleep. How are memories strengthened (‘consolidated’) during sleep? What is the role of specific brain rhythms during sleep? Can we use sleep to experimentally control the extent of forgetting? To tackle these questions, a range of techniques including intracranial EEG, scalp EEG, MEG, fMRI, non-invasive brain stimulation (NIBS), and behavioural testing are used

The post-holder will be expected to carry out research related to the laboratory’s interests and to collaborate with other researchers in collecting and analysing EEG/fMRI/NIBS/behavioural data collected in the laboratory.

**Responsibilities**

* EEG data collection in healthy participants
* Intracranial EEG data collection in epilepsy patients
* Polysomnography (sleep recordings)
* Behavioural data collection
* Magnetic resonance image (MRI) data collection
* Data analysis in MATLAB
* Recruiting participants and organizing testing schedules
* Handling and analysing large scale neuroimaging data sets
* Assisting laboratory members with data collection
* Contribute to scientific reports and journal articles and the presentation of data/papers at conferences
* Grant management
* Responsible for general laboratory management and administration

**Selection criteria - Essential**

1. BA/BSc level degree in psychology/neuroscience/physiology-related subject
2. Evidence of experience in cognitive neuroscience research
3. Experience of behavioural data collection and analysis
4. Experience with conducting sleep/polysomnography studies
5. Experience of MATLAB
6. Applicants will be expected to demonstrate that they are independent, self-motivated, and able to work collaboratively
7. Ability to manage own research and administrative activities
8. Willingness to work unusual hours (overnight sleep recordings)

**Desirable selection criteria**

1. Experience in sleep scoring
2. Experience of neuroimaging or registration on a neuroimaging course
3. Knowledge of the cognitive neuroscience of memory and/or sleep
4. Availability to begin approx. January 1st, 2022

## 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; proof of your identity; and (if we haven’t done so already) we will contact the referees you have nominated. You will also be asked to complete a health declaration so that you can tell us about any health conditions or disabilities for which you may need us to make appropriate adjustments.

Please read the candidate notes on the University’s pre-employment screening procedures at: <https://www.jobs.ox.ac.uk/pre-employment-checks>

### Hazard-specific / Safety-critical duties

This job includes hazards or safety-critical activities. If you are offered the post, you will be asked to complete a health questionnaire which will be assessed by our Occupational Health Service, and the offer of employment will be subject a successful outcome of this assessment.

The hazards or safety-critical duties involved are as follows:

* Night working (11pm-6am)
* Lone Working
* Work in clinical areas with direct contact with patients (NOT administrative roles)
* Travel outside of Europe or North America on University Business

### Additional security pre-employment checks

This job includes duties that will require additional security pre-employment checks:

* A satisfactory enhanced Disclosure and Barring Service check due to regulated activity involving ‘at risk’ adults.

## 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](http://www.ox.ac.uk/about/organisation).

## Department of Experimental Psychology

The Department of Experimental Psychology at Oxford was founded in 1898 and has a long and prestigious history and is fortunate to be home to a number of current world-leading research groups, and continues to be among the top-ranked Psychology departments worldwide. In the 2014 Research Excellence Framework (REF) Exercise the Psychology, Neuroscience and Psychiatry REF submission from Oxford was ranked as first in the UK. Departmental turnover for 19/20 was almost £17 million. Research in the Department is organised into 5 research groupings roughly equal in size: Behavioural Neuroscience / Cognition and Perception / Developmental Psychology / Social Psychology / Psychological and Brain Health.

In 2018 the core of the Department relocated to the Radcliffe Observatory Quarter where we now occupy two floors of New Radcliffe House and the Anna Watts Building. The Anna Watts building houses the developmental research centre and facilities for EEG, TMS, and tDCS, along with multiple laboratories with eye-movement recording equipment. The Oxford Centre for Anxiety Disorders and Trauma (OXCADAT) is located at The Old Rectory and we also have some research groups located in the Tinsley Building in the Science Area of the city. Experimental Psychology has good access to a wide variety of special populations including: mothers and babies, schools, older participants, acquired and developmental neuropsychological patients, and individuals with psychological problems.

Research in the Department is supported by an extensive range of laboratory and IT facilities. The Department has a wide portfolio of research grants from UK and international charities, Research Councils and government organizations, the EU Scientific Programme, NIHR, and industrial sources. Much of the work is collaborative with other Departments and often includes work in hospitals, schools and industrial settings both locally and further afield. Many researchers in the Department also have collaborative research programmes with leading institutions elsewhere in the UK, in Europe, North America, and Japan.

Through both the University and Colleges, Oxford places a high priority on teaching quality, recognised by the award of 24 points (the maximum possible) to Psychology in the Quality Assurance Agency’s Subject Review in 2000, and was specifically sampled with positive reviews in the QAA Institutional audit of Oxford’s teaching provision in 2004.

(QAA report for 2000:<http://www.qaa.ac.uk/reviews/reports/subjectLevel/q313_00.pdf>, QAA report for 2004: <http://www.qaa.ac.uk/reviews/reports/institutional/Oxford04/RG052_Oxford.pdf>).

At the undergraduate level, the Department is the focus for lectures, classes, practicals, and research projects. It is a centre used by the undergraduates from all colleges for the Experimental Psychology (EP), Psychology, Philosophy and Linguistics (PPL), and Biomedical Science (BMS) courses. The Department provides lecture rooms, IT facilities and laboratories for experimental and project work.

The Department also hosts two Masters level courses. MSc in Psychological Research and MSc in Neuroscience:

For more information please visit: <http://www.psy.ox.ac.uk>.

The Department of Experimental Psychology is strongly committed to equality and valuing diversity and we operate a flexible working policy for all staff. The Department holds a departmental **Silver** Athena award to recognise advancement of gender equality: representation, progression and success for all.

### Medical Sciences Division

The Medical Sciences Division is an internationally recognized centre of excellence for biomedical and clinical research and teaching. We are the largest academic division in the University of Oxford.

World-leading programmes, housed in state-of-the-art facilities, cover the full range of scientific endeavour from the molecule to the population. With our NHS partners we also foster the highest possible standards in patient care.

For more information please visit: [www.medsci.ox.ac.uk](http://www.medsci.ox.ac.uk)

## Howto 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>.

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

As part of your application you will be asked to provide details of two referees and indicate whether we can contact them now.

You will be asked to upload a CV and a supporting statement. The supporting statement must explain how you meet each of the selection criteria for the post using examples of your skills and experience. This may include experience gained in employment, education, or during career breaks (such as time out to care for dependants)

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.

## Information for priority candidates

A priority candidate is a University employee who is seeking redeployment because they have been advised that they are at risk of redundancy, or on grounds of ill-health/disability. Priority candidates are issued with a redeployment letter by their employing department(s).

If you are a priority candidate, please ensure that you attach your redeployment letter to your application (or email it to the contact address on the advert if the application form used for the vacancy does not allow attachments).

## If you need help

Help and support is available from: <https://hrsystems.admin.ox.ac.uk/recruitment-support>

If you require any further assistance please email [recruitment.support@admin.ox.ac.uk](mailto:recruitment.support@admin.ox.ac.uk).

To return to the online application at any stage, please go to: [www.recruit.ox.ac.uk](http://www.recruit.ox.ac.uk/).

Please note that you will receive an automated email from our e-recruitment system to confirm receipt of your application. **Please check your spam/junk mail** if you do not receive this email.

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>.

### The University’s policy on retirement

The University operates an Employer Justified Retirement Age (EJRA) for all academic posts and some academic-related posts. The University has adopted an EJRA of 30 September before the 69th birthday for all academic and academic-related staff in posts at **grade 8 and above**. The justification for this is explained at: <https://hr.admin.ox.ac.uk/the-ejra>

For **existing** employees, any employment beyond the retirement age is subject to approval through the procedures: <https://hr.admin.ox.ac.uk/the-ejra>

There is no normal or fixed age at which staff in posts at **grades 1–7** have to retire. Staff at these grades may elect to retire in accordance with the rules of the applicable pension scheme, as may be amended from time to time.

### 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.

# Benefits of working at the University

## Employee benefits

University employees enjoy 38 days’ paid holiday, generous pension schemes, travel discounts, and a variety of professional development opportunities. Our range of other employee benefits and discounts also includes free entry to the Botanic Gardens and University colleges, and discounts at University museums. See <https://hr.admin.ox.ac.uk/staff-benefits>

## University Club and sports facilities

Membership of the University Club is free for all University staff. The University Club offers social, sporting, and hospitality facilities. Staff can also use the University Sports Centre on Iffley Road at discounted rates, including a fitness centre, powerlifting room, and swimming pool. See [www.club.ox.ac.uk](http://www.club.ox.ac.uk) and <https://www.sport.ox.ac.uk/>.

## Information for staff new to Oxford

If you are relocating to Oxfordshire from overseas or elsewhere in the UK, the University's Welcome Service website includes practical information about settling in the area, including advice on relocation, accommodation, and local schools. See <https://welcome.ox.ac.uk/>

There is also a visa loan scheme to cover the costs of UK visa applications for staff and their dependents. See <https://staffimmigration.admin.ox.ac.uk/visa-loan-scheme>

## Family-friendly benefits

With one of the most generous family leave schemes in the Higher Education sector, and a range of flexible working options, Oxford aims to be a family-friendly employer. We also subscribe to My Family Care, a service that provides practical advice and support for employees who have caring responsibilities. The service offers a free telephone advice line, and the ability to book emergency back-up care for children, adult dependents and elderly relatives. See <https://hr.admin.ox.ac.uk/my-family-care> Childcare

The University has excellent childcare services, including five University nurseries as well as University-supported places at many other private nurseries.

For full details, including how to apply and the costs, see <https://childcare.admin.ox.ac.uk/>

## Disabled staff

We are committed to supporting members of staff with disabilities or long-term health conditions. For further details, including information about how to make contact, in confidence, with the University’s Staff Disability Advisor, see <https://edu.admin.ox.ac.uk/disability-support>

## Staff networks

The University has a number of staff networks including the Oxford Research Staff Society, BME staff network, LGBT+ staff network and a disabled staff network. You can find more information at <https://edu.admin.ox.ac.uk/networks>

## The University of Oxford Newcomers' Club

The University of Oxford Newcomers' Club is an organisation run by volunteers that aims to assist the partners of new staff settle into Oxford, and provides them with an opportunity to meet people and make connections in the local area. See [www.newcomers.ox.ac.uk](http://www.newcomers.ox.ac.uk).