

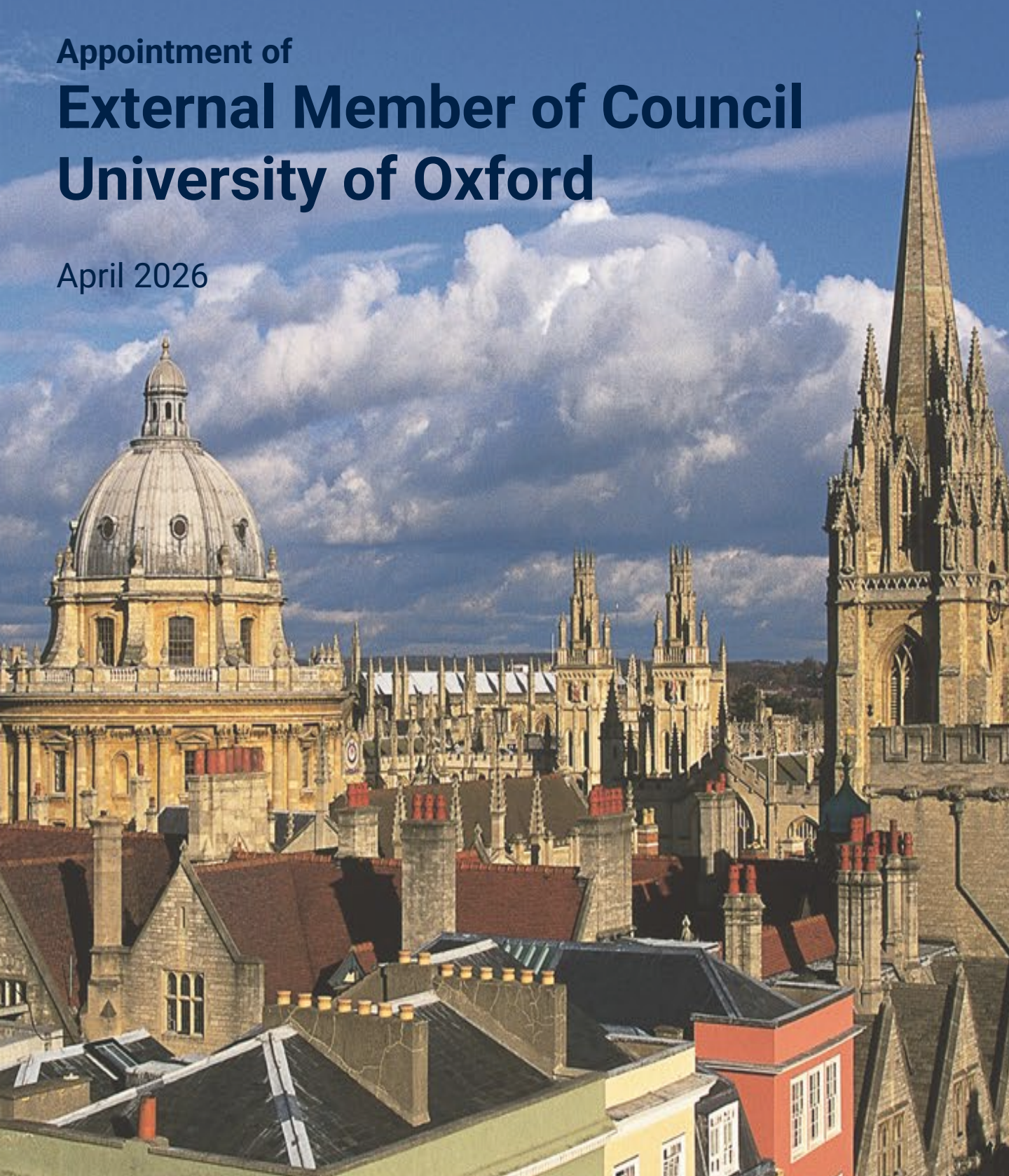


UNIVERSITY OF
OXFORD

Saxton Bampfylde

Appointment of
External Member of Council
University of Oxford

April 2026





UNIVERSITY OF
OXFORD

Contents

- 3 The University of Oxford
- 6 Governance and Structure
- 7 The Council
- 10 The Opportunity
- 12 Person Specification
- 13 Terms of Appointment
- 14 How to Apply



The University of Oxford

The University of Oxford has been named the best university in the world for a record 10th consecutive year in the Times Higher Education (THE) World University Rankings 2026. It is one of the most successful centres of research and learning globally.

Oxford is the oldest university in the English-speaking world and has been at the forefront of the pursuit of knowledge for centuries. Today, the University employs 16,900 people and its annual income is more than £3.1 billion. It hosts 26,000 students from more than 160 countries and territories. 44 per cent of the student body – in excess of 12,000 students – are citizens of foreign countries, including 23 per cent of undergraduates and 65 per cent of graduates. In addition, there are more than 15,000 enrolments each year on part-time and short courses at Oxford Lifelong Learning.

Oxford is a collegiate university, with 39 independent and self-governing colleges and 4 permanent private halls related to the University in a type of federal system. It is also a democratic institution. The sovereign body of the University is Congregation, which acts as the 'parliament' of the University with more than 5,000 members, including senior academic, college and administrative staff. Council, chaired by the Vice-Chancellor, is the University's principal executive and policy-making body. Meanwhile the 4 academic divisions (Humanities, Social Sciences, Mathematical, Physical and Life Sciences, and Medical Sciences) oversee approximately 100 major academic departments, all of which have significant autonomy in delivering the University's core mission of teaching and research.

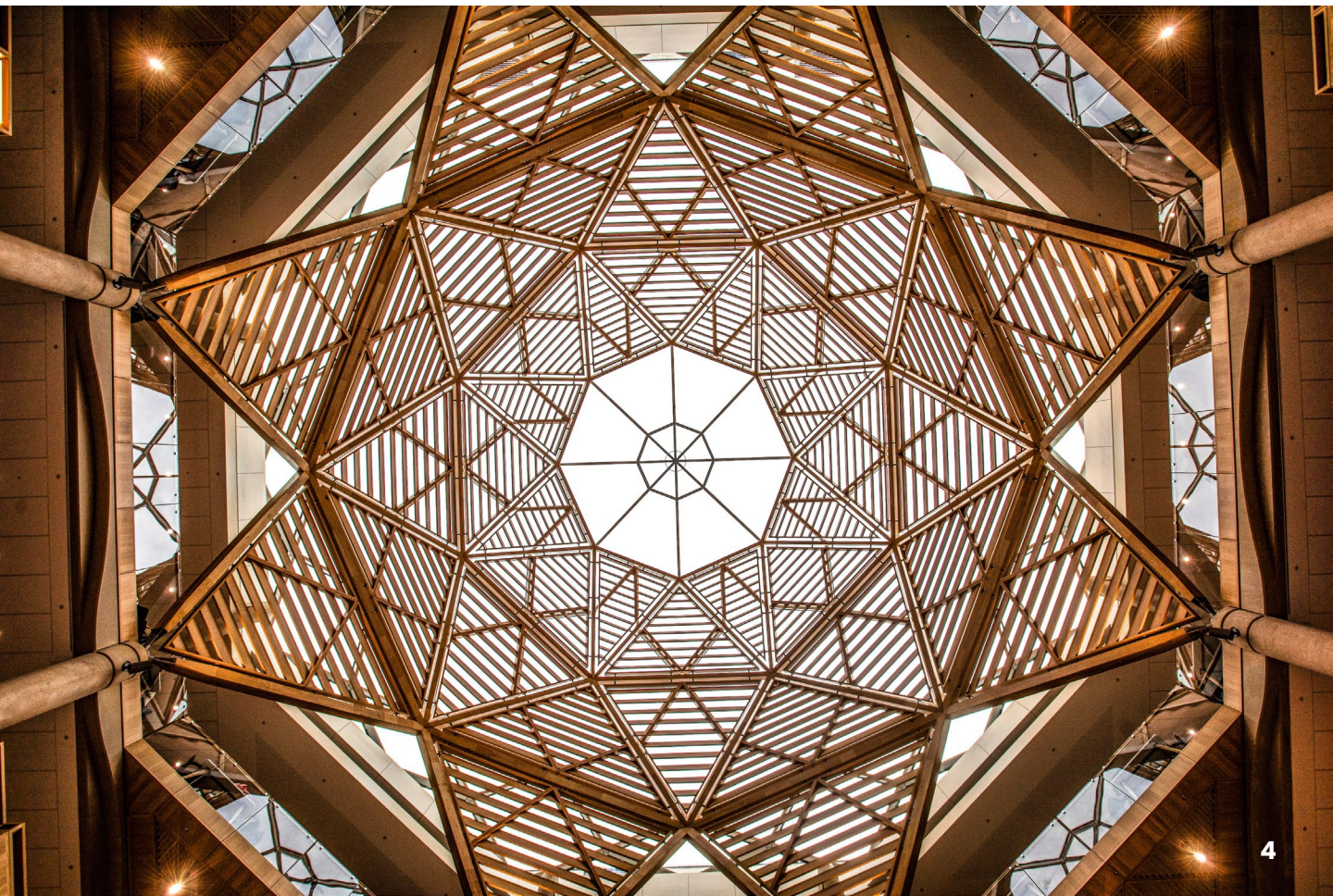
The 4 academic divisions and their constituent departments work closely with the colleges, and this system is at the heart of the University's success. It gives students and academics the benefits of belonging both to a large, internationally renowned institution and to a small, interdisciplinary academic community.

Our Gardens, Libraries and Museums (GLAM) have some of the world's most significant collections, providing important scholarly resources that attract over 3 million visitors each year.

The tutorial system, in particular, is a key facet of undergraduate teaching and learning at Oxford. It is based around small-scale conversations between 2 or 3 students and their tutor, and offers a rare level of personalised attention from expert academics. It underpins a culture of close

academic supervision and careful personal support for students. It is designed to challenge and empower students to become independent thinkers.

There is, in addition, a close and important relationship between research and teaching at Oxford, with undergraduates as well as postgraduates being encouraged to engage in advanced research projects and with many of the most distinguished academic researchers being involved in undergraduate tutorials. This brings together leading academics and students across subjects and year groups and from different cultures and countries, helping to foster the intense interdisciplinary approach that inspires many of the outstanding research achievements of the University and makes Oxford a leader in so many fields.





Oxford aims to lead the world in research and education for the benefit of society both in the UK and globally. Oxford's researchers, students, spin-outs and the Oxford University Press (OUP) engage with academic, commercial and cultural partners across the world to stimulate high-quality education and research and enable innovation through a broad range of social, policy and economic impacts.

Our strengths lie both in empowering individuals and teams to address fundamental questions of global significance, while providing all our students and 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 an inclusive community which values and respects every individual's unique contribution. We are committed to

continuing our efforts relating to equality and [making further progress](#).

The University sustains a long tradition of superlative excellence in scholarship, while also engaging in cutting-edge innovation. Through its research commercialisation arm, Oxford University Innovation, Oxford is the highest university patent filer in the UK and is ranked first in the UK for university spinouts, having created more than 300 new companies since 1988. Over a third of these companies have been created in the past five years. The university is a catalyst for prosperity in Oxfordshire and the United Kingdom, contributing around [£16.9 billion to the UK economy](#) in 2021/22, and supports more than 90,400 full time jobs.

You will join a Council that is instrumental in supporting this unique, democratic and international community.

Governance and Structure

It is advised by a range of committees, including 6 main committees that report directly to it on core business:

Education; General Purposes; Joint Equality, Diversity and Inclusion; People; Planning and Resource Allocation; and Research & Innovation.

Financial and audit committees reporting directly to Council include: Audit and Scrutiny; Finance; and Investment.

Colleges

An essential characteristic of Oxford is the position of the independent and self-governing colleges and permanent private halls as part of the collegiate University. Each college has its own statutes, endowment and governing body. Colleges select and admit undergraduate students and select graduate students after they have been admitted by the University. They provide accommodation, meals, common rooms, libraries, sports and social facilities, and pastoral care for students and are responsible for undergraduates' tutorial teaching and welfare. The University determines the content of the courses

within which college teaching takes place, organises lectures and seminars, and provides a wide range of resources for teaching and learning in the form of libraries, laboratories, museums, and computing facilities. The University admits and supervises graduate students, examines theses, sets and marks examinations, and awards degrees. The colleges and halls come together through the Conference of Colleges, which was created to provide a forum to deal with matters of shared interest and common purpose. It is a means, both proactively and reactively, of gathering the views of colleges, establishing a consensus, where one exists, reflecting the views of college governing bodies, and communicating to the University a coherent college view. Such views having been gathered and the extent of the consensus established; the Conference then provides a means for the colleges collectively to engage with the University. The Chair of the Conference of Colleges is a member of Council *ex officio*, together with a member of Congregation elected by the Conference of Colleges.

Governance and Structure

Divisions

There are 4 academic divisions: Humanities, Social Sciences, Mathematical, Physical and Life Sciences, and Medical Sciences, which oversee roughly 100 major academic departments. Both divisions and departments have considerable delegated academic policy-making authority, as well as budgetary and financial authority within the confines of their budgets. The Department for Continuing Education sits outside the academic divisions and is managed separately.

Gardens, Libraries and Museums (GLAM)

GLAM represents 6 departments: the Ashmolean Museum; the Bodleian Libraries; the Botanic Garden and Arboretum; the History of Science Museum; the Museum of Natural History and the Pitt Rivers Museum. It coordinates related budgets, policy and strategy in support of the University's academic, research and teaching activities, and

its heritage and legal responsibilities.

University Administration and Services

Administrative and professional staff support students, academics and researchers across the University. The University's central professional services are also known collectively as the University Administration and Services.

Oxford University Press

Oxford University Press is formally a department of the University. Whilst managed separately, the policy of OUP is overseen by a group of Delegates appointed from the academic staff of the University. The Delegates meet fortnightly during term with the Vice-Chancellor in the chair. They are actively involved in the publishing programme; all proposals are referred to them for approval and individual Delegates maintain a dialogue with editors in their specialist subject areas.



The Council

Current external members of Council:



Wendy Becker is the Chair of Sony Group Corporation as well as a director of GSK plc. She has served a variety of corporate, government and not for profit boards since 2008. She was a long-standing partner of McKinsey and Company in the US and UK and also held a number of leadership roles in life sciences, technology and consumer industries. At Oxford, she has served on the boards of the Oxford University Press and the Saïd Business School and has sat on many of the University's committees. She previously served as Deputy Chairman of Cancer Research UK, Chair of the British Heart Foundation and on the NHS England, Prince's Trust and Design Museum boards. She studied Economics at Dartmouth College and received an MBA from Stanford University.



Monica Burch had an executive career as a solicitor, including as Chair and Senior Partner at Addleshaw Goddard. She is currently Chair of Argenta Private Capital and a non-executive on the boards of Ark Syndicate Limited and Shoosmiths LLP. Previous non-executive appointments include Chair of Board and Lead Non-Executive Board member for the Crown Prosecution Service, Chair of The Mentoring Foundation and a Non-Executive Director of the Channel 4 Corporation. Monica's education was at Pembroke College (BA, Jurisprudence 1987), the Guildford College of Law (1988) and Nottingham Trent University (LLM in Commercial Intellectual Property (2007)).



Hamish Forsyth has spent his entire executive career at Capital Group, one of the most respected global investment management firms, where he is President for Europe and Asia. He brings extensive charity governance experience, which currently includes serving as a trustee of the Royal Academy of Music and of Sir John Soane's Museum, as well as chairing the Oxford International Song Festival. Hamish read PPE at Trinity College



Charles Harman has 40 years of experience in a variety of commercial and banking roles. He was a Vice Chairman of J.P.Morgan from 2015 to 2022. His previous positions include Chief Executive Officer of BXR Partners, an emerging markets investment group. Charles is currently Chair of Peters Fraser & Dunlop (a leading UK-based literary agency), a non-executive director of Ninety One plc and a trustee of The Big Give. He graduated in Philosophy, Politics and Economics from Magdalen College in 1984.



Sharmila Nebhrajani is Chairman of the National Institute for Health and Care Excellence (NICE), the organisation responsible for assessing the clinical and cost effectiveness of medical innovations in the NHS, and is Non Executive Director at Halma plc, Severn Trent plc, ITV plc and Coutts Bank. In her executive career she spent 15 years at the BBC, latterly as Chief Operating Officer for BBC Future Media & Technology, and was most recently Chief Executive at Wilton Park, an executive agency of the UK Foreign and Commonwealth Office convening international dialogues for senior policy makers from around the world. She currently chairs the Audit and Risk Committee for the Sovereign Grant and sits on the board of the Lord Chamberlain's Committee for the Royal Household.

Sharmila read Medicine at St Anne's College Oxford, is a World Fellow at the University of Yale since 2007 and a Chartered Accountant. She has served on the boards of the Medical Research Council and the Association of Medical Research Charities and was made an OBE in 2014 for services to medical research.

The Opportunity

We have an opportunity for an external member to join the University's Council and to chair its Audit and Scrutiny Committee. It is a highly rewarding opportunity to contribute to the strategy and governance of the University, working closely with the senior leadership. The appointment is for a term of 4 years, extendable for a further 4 years.

Council is the University's executive governing body. It has up to 29 members, including up to 5 external members. An external member is "a person who is not the resident holder of a teaching, research or administrative post in the University or in any college, society or Permanent Private Hall".

Council is responsible for the academic policy and strategic direction of the University, its administration and the management of its finances and property. Examples of issues considered by Council at recent meetings include the University's new strategic plan, cyber security, the impact of AI on teaching and research, decisions about major capital projects and the University's finances. New members will work with a range of highly qualified colleagues from within and outside the University. More information, including details of current members, is available on [Council's website](#).





It is intended that the new external member of Council will be appointed as the chair of the University's Audit and Scrutiny Committee, which provides independent assurance to assist in fulfilling Council's responsibilities for ensuring the adequacy and effectiveness of the University's arrangements for risk management; control; governance; compliance with the legal and regulatory framework the University operates within; ethical and other behaviours, including whistleblowing; sustainability and economy, efficiency and effectiveness (value for money); and the management and quality assurance of important institutional data returns.

The University's Nominations Committee welcomes applications from individuals with a strong personal commitment to

higher education and to the values, aims and objectives of Oxford as a collegiate University (ie the University and its colleges). The Committee will act in accordance with [Part 24 of Council Regulation 15 of 2002](#).

The Committee will select from nominees using the criteria below. In recognition of the need for Council to support and represent a diverse University community, the Committee particularly welcomes applications from women and from black and minority ethnic candidates, who are under-represented on Council. This is embodied in the equality objective adopted by Council in July 2021, to ensure that University decision-making and governance structures are representative of the University community.

Person Specification

Criteria for external members of Council

All members of Council have a strong personal commitment to higher education and to the vision of Oxford as a collegiate University, as set out in the [Strategic Plan](#). In considering applications for external membership of Council, personal qualities will be the primary consideration. These include the abilities to see issues from all angles, to discuss and question without being adversarial, to accept collective responsibility for decisions and to exercise common sense across a broad range of matters.

Successful candidates will also need to be able to demonstrate significant levels of relevant experience. The Nominations Committee looks for evidence of the following:

- significant experience in a position or positions requiring the exercise of high levels of responsibility and judgement;
- substantial experience in the governance of large complex organisations in the public, private or not-for-profit sectors;
- a willingness to represent the values, aims and objectives of the University to those who are not part of the institution and to bring a better understanding of issues outside the institution to the members of the collegiate University;
- the capacity to act fairly and impartially in the interests of the University as a whole, using independent judgement, maintaining confidentiality as appropriate and avoiding conflicts of interest;
- the willingness to listen, engage, understand and interact with members of the collegiate University at all levels including students; and
- familiarity with accounting and risk, preferably with prior experience serving on audit and risk committees or equivalent, ideally as chair.





Terms of Appointment

There are 7 principal meetings of Council each year (each lasting for an afternoon), which take place on-site, and 3 shorter meetings held by Teams (lasting approximately 2 hours). There is also an away day per academic year. It is expected that external members will become involved in the life of the University and help with ad hoc projects and challenges as they arise, getting involved in those matters that they feel passionate about. It is likely that external members will be involved in University business on 2 to 3 days a month during term time, with occasional in person attendance and more regular availability by phone, Teams or email.

All members have a responsibility for ensuring that Council conducts itself in accordance with accepted standards of behaviour in public life, embracing selflessness, integrity, objectivity,

accountability, openness, honesty and leadership. They must also play an appropriate part in ensuring that the business of Council is carried out effectively, efficiently, and in a manner appropriate for the proper conduct of public business.

The Audit and Scrutiny Committee has broad representation, including 4 external members appointed by Council, and meets 4 times per year (meetings may be preceded by a workshop/lunch).

Members of Council are charity trustees and are bound by fiduciary duties. Each must comply with the duties of a charity trustee, and when doing so must exercise the proper standard of care.

The role is pro bono; however, reasonable expenses will be reimbursed.



How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to The University of Oxford on these appointments.

Candidates should apply for this role through our website at roles.saxbam.com using code **IPEAL**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.

The closing date for applications is noon on **Tuesday 5 May 2026**.

* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

Due diligence

Due diligence will be carried out as part of the application process, which may include searches carried out via internet search engines and any public social media accounts.



UNIVERSITY OF
OXFORD



Saxton Bampfylde