

Oxford's DAILY INFO
 www.dailyinfo.co.uk
 Issue No. 8162 Next issue: Fri 17th Dec. Deadline: 10am, Thu 16th Dec
 Fri 10th - Thu 16th Dec 2010: Oxford Uni 9th - 10th week

Oxford Philomusica
 Saturday 11 December 2010
 Sheldonian Theatre, 7.30pm
CHOPIN
 Ballade No. 3, Scherzo No. 2, Sonata No. 3
 Marios Papadopoulos piano
 Tickets 020 8450 1060 www.oxfordphil.com

Tamsin Waley Cohen & Tim Horton
 Mozart in B Flat Major
 Ives "Decorated Day"
 Ravel Violin Sonata
 Tickets: 01865 305305 / 075 18 429062
 Coffee: 01865 305305
 www.coffeeconcerts.com Sun 12 Dec, 11.15am

THE SPIN JAZZ CLUB
 129 High St, OX1 4DF
THU 16 DEC. BIG COLORS BIG BAND
 16 pieces with Metheny, Ellington, Coree, Steely, Dan
 8.15pm - 12am BOOKINGS & INFO: 0711 671647
 £10 / £8 OAP / £6 student www.SPINJAZZ.COM

Oxford Gospel Choir presents:
A Christmas Gift
 Friday 17th & Saturday 18th December
 7.30pm
 The Theatre at Headington, Oxford
 Tickets sold at The Oxford Playhouse
 www.oxfordplayhouse.com/ticketsoxford
 01865 805305

Down's Syndrome Oxford is organised and funded by parents and supporters to provide information, help and activities for children with Down's Syndrome and their families in the Oxford area
 www.infodownsyndrome.org.uk

M.St in Creative Writing
 A part-time course
 mstcreativewriting@conted.ox.ac.uk
 www.conted.ox.ac.uk/mstcw

SELECTED MEETINGS & LECTURES
 Sat 11th
ALMANAC EXHIBITION TOUR / Guide to the current exhibition given by its curator...
SOCIAL, POLITICAL FOUNDATIONS OF CONSTITUTIONS / Workshop exploring the origins of France, Russia and the USA...
FLUOROTECH / A new material...
WOLVERINE BIG CHRISTMAS DINNER / Kids events 3-5pm...
Mon 13th
SQUID KITCHEN / Hungry, want a hot meal? Free lunch...
Future of CROPS / Distinguished Lecture...
MEGAMIND 3D [PG] / Fri, Mon, Tue, 1.45pm, 4.40pm, 8.15pm...
Tue 14th
TUESDAY NIGHT GOLF / Mixed ability golf for 12-25 yr olds...
OXFORD LANGUAGE LOUNGE / French, Spanish, German, Italian conversation...
OXFORD SOCIAL & FILM SHOWING / End of year's social, refreshments plus film...
Wed 15th
OXFORD LUNCH / 12.15pm, 1.15pm, 2.15pm, 3.15pm, 4.15pm, 5.15pm, 6.15pm, 7.15pm, 8.15pm, 9.15pm, 10.15pm, 11.15pm, 12.15pm

OXFORD LUNCH
 12.15pm, 1.15pm, 2.15pm, 3.15pm, 4.15pm, 5.15pm, 6.15pm, 7.15pm, 8.15pm, 9.15pm, 10.15pm, 11.15pm, 12.15pm

FOR FULL LISTINGS SCAN ME

CINEMA to Thu 16 Dec
Odeon George St (0871 2244 007)
HARRY POTTER & THE BLOOD PRINCE PART 1 [12A]
 Fri 11.45am, 2.30, 5.45, 8.00pm, Mon, Tue, 3.30, 5.45, 8.00pm
THE AMERICAN [15] / George Clooney stars, as a master assassin...
MEGAMIND 3D [PG] / Fri, Mon, Tue, 1.45pm, 4.40pm, 8.15pm
Mon 13th
Senior Screen: TAMARA DECK [15] / Wed, 10.45am
THE CHRONICLES OF NARNIA: THE VOYAGE OF THE DAWN TREADER [3D] [PG] / Fri, Mon, Tue, 12.45, 3.30, 6.15, 8.45pm
Odeon Magdalen St (0871 2244 007)
THE CHRONICLES OF NARNIA: THE VOYAGE OF THE DAWN TREADER [3D] [PG] / Fri, Mon, Tue, 12.45, 3.30, 6.15, 8.45pm
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Volunteers
Volunteers Wanted
Director of Studies
Permanent Position, Competitive Salary
Based in Oxford, to start immediately
 Are you looking for a position in ELT management? We are now looking to recruit a flexible and energetic Director of Studies to manage and lead our teaching team at Kaplan International College Oxford.
Buon Natale! Merry Christmas!
20% off
 Christmas Set Menus at Strada
 Valid all day, 17th - 24th December
 01865 514468 / strada.co.uk

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JOBS

INASP
 For the Availability of Scientific Publications
Administrative Officer
 based in central Oxford.
 The Administrative Officer will be an essential member of our team. The successful candidate will provide capable, proactive and energetic administrative support to the efficiency and effectiveness of INASP and our programme work.
 Full job description and application form available from the INASP Web site:
 www.inasp.info/jobs
 Salary: £18,000-£21,000 (plus benefits including 12% contributory pension).
 Hours: Full or part time (35-28 Hours per week, flexible by agreement).

Receptionist/General Assistant
 for Bath Place Hotel
 Flexible, multi-task, fluent English essential. Minimum 6 month contract. Immediate start.
 Three to four 8 hour shifts per week, weekends and evenings as required.
 Send CV to info@bathplace.co.uk

D'OVERBROECK'S COLLEGE
SENIOR SYSTEMS ADMINISTRATOR
 Full time - to start February 1st 2011 (or thereabouts)
 We are seeking a knowledgeable and reliable person to manage and develop the College's IT. Recently upgraded to Windows Server 2008, Exchange 2010 and SQL 2008 R2, we now require someone to take this forward.
 For full details please see www.doverbroecks.co.uk/posts

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 Oxford University Press is a department of the University of Oxford, which furthers the University's objective of excellence in research, scholarship, and education by publishing worldwide.
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JOBS

Student House Co-ordinator
 10 MANOR TWO CITY CENTRAL STUDENT HOUSES
 BSQ requires a co-ordinator to oversee the smooth running of two of its student houses. The role is 'live-in' and includes the following:
 - to oversee the departure and arrival of BSC students over the weekend to look after the general maintenance of the houses.
 - to return free accommodation in one of the houses if provided.
 Minimum term: one year.
 Contact: Ms Philippa, School Director
 Email: philippa@bsq.co.uk
 Telephone: 01865 746200

Games Tester
 NaturalMotion is based in Oxford, creating games for current consoles and mobile platforms (the recently released 'Backbreaker' American Football game) and software tools used in Hollywood films and games such as GTAIV.
 We are seeking a number of contract QA testers to work on our console and mobile platform titles.
 Applicants must be self-motivated, have excellent communication skills and be well-organised. Experience using X360, PS2 or mobile platforms (iPhone, Android) is a must.
 www.naturalmotion.com/careers

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 About the Role
 The Rights Dept. is responsible for licensing/selling most types of Rights, covering the range of OUP's academic, professional, reference, textbook and trade publishing.
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 Core duties would include drafting contracts and deal preparation; compiling financial reports; liaising with customers, society partners, authors, & other departments; operational support; preparation of material for book fairs and assessing incoming requests.
 About You
 You will need to demonstrate an ability to:
 - prioritise a challenging workload
 - work on your own initiative, as part of a busy team
 - be highly organised with an eye for detail
 - adapt to different systems and procedures
 - work with excellent communication skills (both verbal and written), computer literacy, specifically familiarity with MS Office and Outlook, flexible approach and good time management skills.
 The salary offered will be in the region of £17,000 depending on the skills and experience. OUP offers a full range of supporting benefits.
 Closing date - 19 December 2010
 To apply, please visit - http://uk.jobs.oup.com

InsightShare
 Participatory video specialists
 Apply Connect Training Form
 www.insightshare.org

OPERATIONS MANAGER
 Join an ethical company.
 To apply online: www.oxfordhr.co.uk

HOUSE MANAGER, Abbeyfield sheltered housing - OXFORD
 required to cover MATERNITY LEAVE, from March 2011 for 9-12 months. A passion for working with elderly people essential, together with home cooking skills, experience of managing staff, patience and flexibility. Familiarity with health and safety and safeguarding procedures valuable. No personal care work required. Monday - Thursdays 8.30am - 2pm plus management time: 30-36 hrs/week.
 Closing date: 15 December 2010. Further details/application forms from www.abbeyfieldoxford.org
 Tel: 01865 790439 or email: admin@abbeyfieldoxford.org

Christ Church, Oxford Alumni Relations Officer
 The Christ Church Development and Alumni Office is responsible for the planning, management and administration of a programme of fundraising targeted to the needs of Christ Church, and for fostering supportive relationships with the Alumni (OUP Members).
 The Alumni Relations Officer will work with the Deputy Director (UK) to develop, organise and administer the Alumni Relations programme. The incumbent is the principal contact in contact in the office for alumni enquiries and often with senior and current members of the House and other college departments. His/her main responsibilities will include: ensuring the Alumni database is kept up to date, compiling the lists of the weekly e-Newsletters, editing the biannual magazine Christ Church Matters, updating the Development and Alumni web pages, organising OUP Member events at the House and elsewhere, and organising the Family Programme.
 The successful applicant will thus have excellent communication and interpersonal skills, a confident, enthusiastic, cheerful and outgoing disposition, both the ability to work as part of a team and individual initiative, meticulous attention to detail, proven organisational and administrative abilities with strong IT and database skills, the motivation to learn about fundraising and alumni relations, and empathy with Christ Church's aims. The position will suit a first time applicant.
 This is a full time post with a starting salary of £20,500. Eligibility to enter the final salary pension scheme, and 5 weeks holiday. Further information is available from sandra.harrison@chch.ox.ac.uk
 The closing date for applications is Tuesday 4th January 2011.

OXFORD CITY LOTTERY FUNDED
MODERN ART OXFORD
 Modern art Oxford Cafe Bar serves great quality food and drink, and is open Tuesday - Sunday including an evening jazz presentation, unfurnished, 4 bed home, lovely garden, garage, off road parking, nice residential area, very convenient for city £1250 pcm
 OXFORD OX4 LITTLEMORE: large, unfurn. 3 bed house £995 pcm
 KIDLINGTON OX5: 1 bed unfurn. flat £650 pcm
 more: www.letsco.co.uk • 01865 292065

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Social Activities Monitors required in January for our busy social programme.
 You should be active, enthusiastic and have a good knowledge of Oxford.
 Please send a cv to: info@oxfordenglish.co.uk
 www.oxfordenglish.co.uk

St. Clare's, Oxford
 An International Education
Adult (17+) EFL Teaching Vacancies from January 2011
 We need qualified (CELTA+), experienced (2 years+) EFL teachers for our adult Centre.
 Group or 1-to-1 teaching, variable hours to suit your experience & circumstances.
 - Good pay and conditions
 - Well resourced state-of-the-art facilities
 - Pleasant, quiet north Oxford location
 - A free lunch every working day
 Email: brief covering letter and CV to: efl-doss@stclares.ox.ac.uk
 St. Clare's, Oxford is a registered charity no. 294085

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 - work on your own initiative, as part of a busy team
 - be highly organised with an eye for detail
 - adapt to different systems and procedures
 - work with excellent communication skills (both verbal and written), computer literacy, specifically familiarity with MS Office and Outlook, flexible approach and good time management skills.
 The salary offered will be in the region of £1