

Academic Assistant Monk to the Abbot  
Employer: The Oxford Buddha Vihara Trust  
Posted: 26 Sep 2010  
Location: Oxford, UK.  
Industry: Buddhist Charity  
Contract: Permanent  
Hours: Full Time  
Salary: £0 - volunteer role

The Oxford Buddha Vihara Trust (OBVT) is a UK charity offering regular classes on Buddhist meditation and teaching as well as various opportunities for Buddhist practice and celebration to the UK Buddhist community. It also promotes dialogue between the academic community and Buddhist practitioners. It also represents Buddhist communities on various bodies such as the Oxford Interfaith forum and the Oxford Centre for Buddhist Studies. The Trust supports the Oxford Buddha Vihara, its main operation arm, which is composed of Theravada monks and lay practitioners.

We are seeking a candidate who can support the work of the Abbot to develop the academic component of the OBVT's work. The post will include the following duties, under the supervision of the Abbot:

1. Maintain relationship with the various international Buddhist academic bodies and coordination structures;
2. Supervise the organisation of various Buddhist conferences and events which are initiated by the Abbot;
3. Conduct background research and data collection for various research projects undertaken by the OBVT;
4. Draft and review papers for presentation to the various for the OBVT and its associates.
5. Collate and organise the academic resources of the OBVT.

Accommodation, food, transport and healthcare will be fully looked after by the Trust.

The following qualifications are essential:

1. A degree wholly or partially related to Buddhist studies;
2. Fluency in spoken and written English;
3. At least two South-east Asian languages particularly a combination of Burmese and Thai, or Burmese and Laotian;
4. At least two written languages of the Buddhist canonical scriptures (Pali, Sanskrit, Sinhalese, Thai, Laotian, Shan, Burmese, Korean, Japanese and Chinese);
5. No less than five years of Theravada Buddhist monastic training;
6. Good at inter-personal skills

The following qualities are highly desirable:

1. Meditation experiences of no less than three retreat courses;
2. The flexibility to occasional travel abroad;
3. Teaching experience in Buddhism;
4. Computer skills particularly in using Microsoft Office;
5. Masters' degree.

Please apply with CV and a recent passport size photo.

Closing date:

Contact email: [oxford\\_buddhavihara@yahoo.co.uk](mailto:oxford_buddhavihara@yahoo.co.uk)