

Associate Professor
Graduate School of Humanities,
Nagoya University, Japan

The Graduate School of Humanities, Nagoya University, Japan is pleased to announce a job opening for an Associate Professor starting from October 1, 2018. This position entails instruction at both the graduate and the undergraduate levels.

1. Position title: Associate Professor (tenured).

2. Number of positions: 1.

3. Affiliation: The Faculty of Humanities, the Graduate School of Humanities.

4. Starting date: October 1, 2018.

5. Primary responsibilities:

(1) To teach graduate courses in cultural studies, comparative culture, or translation studies in the Global 30 Linguistics and Cultural Studies Program.

(2) To teach undergraduate English as a Foreign Language courses.

(3) To contribute to the research and educational projects of Nagoya University.

(4) To do other duties including administrative work.

* Note: The teaching load will be approximately five 90-minute classes per week. The classes will include academic English courses in reading, writing, presentation and communication for undergraduate Japanese students, and postgraduate courses for international students in the Global 30 Linguistics and Cultural Studies Program. The position also involves making and marking of the Foreign Language (English) component of the entrance examination for Nagoya University (undergraduate programs), and student selection for the Global 30 Linguistics and Cultural Studies Program.

6. Application requirements:

(1) To have a doctoral degree.

(2) To have an experience of teaching English as a Foreign Language at the tertiary level for at

least a year. (The experience of working as a teaching assistant can be included.)

(3) To be able to teach courses in cultural studies, comparative culture, or translation studies in English and Japanese, and to advise graduate students in one or other of these areas.

(4) Please be aware that a native-speaker level of proficiency in Japanese (both spoken and writing) is required for applicants whose first language is not Japanese.

7. Application documents:

* The following documents must be submitted both on paper and in PDF format. The PDF files should be saved on a USB memory or a CD.

(1) Curriculum vitae (with a passport-size photo, phone number and e-mail address).

(2) List of publications (lists of conference presentations and guest lectures and of competitive research funds received should be included).

(3) List of educational achievements (a list of course titles with brief descriptions -- both specialized subjects and EFL -- and an additional list of educational achievements if any.)

(4) Photocopy of diploma (highest and/or last degree earned).

(5) Three published works and their abstracts (comprising at least one work in English and one work in Japanese; offprints and photocopies are acceptable; abstracts of journal articles and book chapters should be approximately 400 characters in Japanese; those of books and dissertations should be approximately 800 characters; each abstract should be written on a separate sheet of A4 paper).

(6) Statement of Intent (A) concerning graduate education (approximately 500 words in English).

(7) Statement of Intent (B) concerning university-level English as a Foreign Language education (approximately 500 words in English).

(8) Statement of Intent (C) concerning your research plan (approximately 800 characters in Japanese).

(9) One letter of recommendation, and the name, affiliation, position and contact details of one other recommender.

8. Remuneration: Approximately four to nine million yen per annum (including bonuses) before tax depending on age, qualifications and experience. If the selected applicant is from overseas, the cost of his/her airfare to Japan will be reimbursed by the university.

9. Working hours and holidays:

Working hours: Monday to Friday: 8:30-17:15 *Discretionary working-hour system applicable.

Holidays: Saturdays, Sundays, national holidays, 6 days from December 29 to January 3, and two days in August (paid leave). In addition, faculty members are also entitled to 20 days of paid leave per calendar year.

* Note: All matters concerning employment by Nagoya University will be subject to the Nagoya University Employee Working Rules:

<http://www.nagoya-u.ac.jp/extra/kisoku/act/frame/frame110000115.htm>. (Japanese only)

10. Insurance and pension:

Full-time faculty members will be required to participate in National Public Service Employee Mutual Aid Association's health insurance and pension plan, as well as employment insurance and workers' accident compensation insurance.

11. Application deadline:

All the application documents must arrive no later than Wednesday, April 11, 2018.

12. Applicants are requested to send the documents to:

Professor Jun'ichi Sakuma

Dean, the Graduate School of Humanities, Nagoya University

B4-5 (700), Furo-cho, Chikusa-ku, Nagoya 464-8601, Japan

*Note: The application documents must be sent by registered post with the words, "Associate Professor Position (Global 30) Application Enclosed," in red on the application envelope.

13. Selection procedure:

(1) First screening based on submitted documents.

(2) Second and final screening by a personal interview with successful candidates from the first screening.

* Note: The interview will be conducted at Nagoya University. A short demonstration graduate level lecture may also be requested. Please note that the Graduate School of Humanities cannot

bear your travel expenses to Nagoya University for the interview. In the case of overseas applicants, the interview may be conducted by Skype.

14. Contact information:

For further information regarding this position, please contact by e-mail.

General Affairs Section of the Graduate School of Humanities

Administration Department of Humanities and Social Sciences, Nagoya University

E-mail: hum_sou@adm.nagoya-u.ac.jp

* Note: Please write “Inquiry about Associate Professor Position (Global 30)” in the subject box of the e-mail.

Notes:

(i) E-mail submission of the application documents will not be accepted.

(ii) The application documents, including submitted publications, will not normally be returned.

If you wish to have them returned, please include an envelope with the return address written on it and postage stamps of an appropriate amount or a delivery payment invoice.

(iii) Personal information in the application will be used only for the purpose of applicant screening and employment.

(iv) Nagoya University is an Equal Opportunity employer. Applications from female researchers are strongly encouraged. Further information can be found at:

http://en.nagoya-u.ac.jp/about_nu/declaration/positive/index.html