

Nagoya University (Graduate School of Humanities, Associate Professor)

Application Guidelines

1	Position Title	Associate Professor (English Literature, Anglophone Literature)	
2	Institutional Affiliation	Integrated Culture Studies Program, Graduate School of Humanities	
3	Application Details	<b>Job description (duties, teaching, etc.)</b>	
		<u>At the time of commencing employment</u>	
		<ul style="list-style-type: none"> <li>• To teach courses in Comparative Literature, Comparative Culture, and Literary Theory in the Graduate School of Humanities, Department of Humanities, Global 30 Linguistics and Cultural Studies Program.</li> <li>• To teach courses in English as a Foreign Language for the Institute of Liberal Arts and Sciences.</li> <li>• To participate in Nagoya University's research and educational projects.</li> <li>• To cooperate with other activities including those related to entrance examinations, administration, and contributing to society.</li> </ul>	
		<u>Scope of possible changes to job description</u>	
		<ul style="list-style-type: none"> <li>• As may be specified by the Tokai National Higher Education and Research System.</li> </ul>	
		<b>Place of employment</b>	
<u>At the time of commencing employment</u>			
<ul style="list-style-type: none"> <li>• Nagoya University (Higashiyama Campus), Furo-cho, Chikusa Ward, Nagoya City, Aichi Prefecture</li> </ul>			
<u>Scope of possible changes to place of employment</u>			
<ul style="list-style-type: none"> <li>• As may be specified by the Tokai National Higher Education and Research System.</li> </ul>			
Number of positions: One associate professor			
Start of employment: 1st April 2025			
4	Research Field	Field	Humanities
	Field	Subfield	English literature and literature in the English language
5	Type of Employment	Full time (5-year contract, renewable once for a further 5 years)	
6	Eligibility for Application	<b>Details of the specific qualifications, requirements (including degrees, etc.) and expertise required</b> <ul style="list-style-type: none"> <li>• A PhD degree.</li> <li>• Research expertise in English Literature or Cultural Studies (in particular, Comparative Literature, Comparative Culture, Critical Theory or a related field).</li> <li>• At least one year's experience (including as a Teaching Assistant) in teaching English at a higher education institution.</li> <li>• Ability to teach courses in Comparative Literature, Comparative Culture and Critical Theory.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Have English as a first language.</li> </ul>
7	Terms of employment	<p><b>Terms of employment (salary, working hours, holidays, employment period, insurance, etc.)</b></p> <ul style="list-style-type: none"> <li>• Salary will be based on the Tokai National Higher Education and Research System Nagoya University Pay Rules for Faculty Members Covered Under the Annual Salary System. Starting salary will be determined based on experience.  <a href="https://education.jourekun.jp/thers_ac/act/print/print110001585.htm">https://education.jourekun.jp/thers_ac/act/print/print110001585.htm</a> (in Japanese)</li> <li>• Terms of employment will be governed by the Tokai National Higher Education and Research System Employee Work Regulations.  <a href="https://education.jourekun.jp/thers_ac/act/print/print110010928.htm">https://education.jourekun.jp/thers_ac/act/print/print110010928.htm</a> (in Japanese)</li> <li>• Working hours are based on a discretionary work system (for specialized work, the working hours are 7 hours 45 minutes per day). Standard working hours are from 8:30 to 17:15, but the method of working and the time allocation are left to the discretion of the worker.</li> <li>• Holidays include annual paid leave, sick leave, and special leave.</li> <li>• Holidays are every Saturday and Sunday, national holidays, and the New Year holidays (December 29th to January 3rd). However, employees may be asked to work on holidays due to classes, entrance exams, etc.</li> <li>• In terms of social security, employees will be covered by the Ministry of Education, Culture, Sports, Science and Technology’s Mutual Aid Association, Employee Pension, Employment Insurance and Workmen’s Accident Insurance.</li> <li>• In accordance with Article 25 of the Health Promotion Law, the university is taking measures against passive smoking to ensure the health of university members and visitors and enhance the university’s environment.  <a href="http://www.ehsp.nagoya-u.ac.jp/tabacco.html">http://www.ehsp.nagoya-u.ac.jp/tabacco.html</a> (in Japanese)</li> </ul>
8	Application period	From 11th September 2024 to 31st October 2024
9	Application and Selection, Result Notification, and Contact Details	<p><b>Method of application (where to send submitted materials)</b></p> <ol style="list-style-type: none"> <li>1. Applications will be accepted via the Web Application function of the JREC-IN Portal.</li> <li>2. Please prepare the application documents listed below in PDF format, combine them in the order of (1) to (9) to create a single file, and upload the file via the Web Application function.</li> <li>3. If you have books or other materials that cannot be converted to PDF, or if the file size exceeds the limit, please contact us in advance by email.</li> </ol> <p><u>Application Documents</u></p> <p>(1) Curriculum vitae</p> <ul style="list-style-type: none"> <li>• Please include your name, date of birth, current address, phone number, email address, degrees (year and month of award, title, name of university where degree was awarded, title of the thesis or dissertation), academic history (from university),</li> </ul>

employment history, academic affiliations, awards and punishments, etc. (Use of the JREC-IN format is recommended).

(2) List of research achievements

• Use of the JREC-IN format is recommended (Refereed papers should be clearly marked as such.)

(3) List of educational achievements (for both specialized education and English language education courses, please include the subject name, content, and duration of the course. Please use A4-size paper when creating this document.)

(4) Certificate of final degree (copy of degree certificate, etc.) (1 copy)

(5) Three major publications/papers (reprints/copies are acceptable). For papers, please attach an abstract of about 100 words in English. For doctoral dissertations or books, please attach an abstract of about 200 words in English.

(6) Outline of your aspirations for your graduate school teaching (A4-size, approximately 500 words in English).

(7) Outline of your aspirations for your English teaching in the Institute of Liberal Arts and Sciences (A4-size, approximately 500 words in English).

(8) Outline of your aspirations for your future research (A4-size, approximately 500 words in English).

(9) The name, affiliation, job title, telephone number, and email address of two recommenders. Please submit a letter of recommendation from one of your two recommenders with your application.

#### **Contact details**

Graduate School of Humanities, Nagoya University

(Contact person : Professor Edward Haig)

Email : haig.edward.k6@f.mail.nagoya-u.ac.jp

---

#### **Selection details (selection method, decision on acceptance/rejection)**

1 The first stage of selection will involve a document screening of the above application documents.

2 In the second stage, those who pass the first stage will be asked to teach a mock lesson, give a presentation on their research, and have an interview with the selection committee.

3 Applicants will be contacted via email or phone regarding the second stage of the selection process.

4 Travel expenses for the second stage of selection will be borne by the applicant. For applicants from outside Japan, the second stage of selection may be conducted online.

5 Nagoya University will actively recruit female candidates if their performance (including research, education, social contributions, and human resources) is deemed equal.

<https://www.nagoya-u.ac.jp/about-nu/declaration/positiveaction/index.html> (in Japanese)

10 Additional

• Applicants will be notified of the result of their application by email.

	information	<ul style="list-style-type: none"><li>• The submitted documents will not be used for any purpose other than this selection process.</li><li>• In principle, application documents will not be returned, but they will be used solely for the purpose of this application, and personal information will not be disclosed, transferred, or lent to a third party without a legitimate reason.</li><li>• Additional information about your achievements may be requested during the selection process.</li><li>• For applicants with disabilities who may require particular consideration for their employment, please submit evidence of your disability, if possible.</li></ul>
--	-------------	--