

Nagoya University (Graduate School of Humanities, Assistant Professor)

Application Guidelines

The Graduate School of Humanities/School of Humanities at Nagoya University invites applications for an Assistant Professor to work on the promotion of internationalization. Specifically, the Assistant Professor will engage in outreach and liaison activities to facilitate the global activities of the School and to develop its partnerships with institutions of higher education and research overseas. In addition, the successful candidate will be responsible for teaching courses in the Global 30 International Program and conducting research activities related to the humanities.

Name of recruiting organization: Tokai National Higher Education and Research System (THERS)

Position Title: Assistant Professor

Institutional Affiliation: Graduate School of Humanities

Application Details:

Job description (duties, teaching, etc.)

At the time of commencing employment

- To advance internationalization through public relations and outreach (including the management and operation of the international version of official webpages) as well as by strengthening partnerships with institutions of higher education and research overseas.
- To teach one course in English per semester, such as “Introduction to Academic Writing” and “Introduction to Research Methods for Culture and History,” in the Japan-in-Asia Cultural Studies Global 30 International Program.
- To conduct research activities in the humanities.
- To collaborate with the faculty on other educational and administrative duties

Scope of possible changes to job description

- As may be specified by the Tokai National Higher Education and Research System.

Place of employment

At the time of commencing employment

- Nagoya University (Higashiyama Campus), Furo-cho, Chikusa Ward, Nagoya City, Aichi Prefecture

Scope of possible changes to place of employment

- As may be specified by the Tokai National Higher Education and Research System.

Number of positions: One assistant professor

For more information about the Graduate School of Humanities kindly refer to the official webpage:

<https://www.hum.nagoya-u.ac.jp>

Start of employment: As soon as possible after 1 July 2025 (negotiable)

*First 6 months from the date of employment will be trial period.

Research Field: Area of specialization may be in any humanities-related field.

Type of Employment: Full time (5-year contract, non-renewable)

Eligibility for Application

Details of the specific qualifications, requirements (including degrees, etc.) and expertise required

- A Ph.D. degree must be obtained by the time of employment, or equivalent academic credentials.
- In principle, applicants should have obtained their doctoral degree no more than 5 years prior to the time of hire.
- Ability to conduct administrative activities both in English and Japanese, and to teach courses in English.
- Skills or prior experience in the management and operation of official webpages are highly desirable.
- Enthusiasm and a sense of responsibility for promoting internationalization.

Terms of Employment

Terms of employment (salary, working hours, holidays, employment period, insurance, etc.)

- 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.

https://education.joureikun.jp/thers_ac/act/print/print110001585.htm (in Japanese)

- Terms of employment will be governed by the Tokai National Higher Education and Research System Employee Work Regulations.

https://education.joureikun.jp/thers_ac/act/print/print110010928.htm (in Japanese)

- 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.

- Holidays include annual paid leave, sick leave, and special leave.
- 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.
- 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.
- 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.

<http://www.ehsp.nagoya-u.ac.jp/tabacco.html> (in Japanese)

Application Period

From 20 December 2024 to 20 February 2025

How to Apply: Please apply via <https://jrecin.jst.go.jp/seek/SeekJorDetail?id=D124121543> in **JRECIN**

Application and Selection, Result Notification, and Contact Details

Method of application (where to send submitted materials)

1. Applications will be accepted via the Web Application function of the JREC-IN Portal.
2. Please prepare the application documents listed below in PDF format, combine them in the order of (1) to (5) to create a single file, and upload the file via the Web Application function.
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.

Application Documents

(1) Curriculum vitae

- 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), employment history, academic affiliations, awards and punishments, etc., and a list of research achievements (Refereed papers should be clearly marked as such.) (You can compile your information and a list of research achievements in a C.V.)

(2) 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.

(3) Outline of your scholarly achievements and aspirations for future research (A4-size, approximately 800 words in English).

(4) Outline of your experience in the international affairs and aspirations for your engagement in the international affairs for the Graduate School of Humanities/School of Humanities (A4-size, approximately 800 words in English).

(5) The name, affiliation, job title, and email address of one recommender.

Contact details

Graduate School of Humanities, Nagoya University

(Contact person : Professor Hideaki Fujiki)

Email: hfuji@nagoya-u.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 Successful applicants of the first stage will be contacted by email regarding the second stage of the selection process.

3 In the second stage, applicants will be asked to give a presentation on international affairs and their scholarly research, and have an interview with the selection committee in person or online.

4 Travel expenses for the second stage of selection will be borne by the applicant in the case that it is conducted in person.

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)

Additional Information

- Applicants will be notified of the result of their application by email.
- The submitted documents will not be used for any purpose other than this selection process.
- 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.
- Additional information about your achievements may be requested during the selection process.
- For applicants with disabilities who may require particular consideration for their employment, please submit evidence of your disability, if possible.
- If you wish to be considered for a period of interruption in research due to childbirth, childcare, or nursing care, please indicate this in your curriculum vitae.