

Nagoya University (Graduate School of Humanities,

Associate Professor) Application Guidelines

1	Position Title	Associate Professor (English Literature, American Literature, Anglophone Literature)	
2	Institutional Affiliation	Graduate School of Humanities, Division of English Literature and Linguistics	
3	Application Details	Job description (duties, teaching, etc.) <u>Responsibilities at the time of employment</u> • Teaching and research in one or more of the following fields as part of the Division of English Literature and Linguistics of Nagoya University, Graduate School of Humanities/School of Humanities: English Literature, American Literature, Anglophone Literature. • Teaching English as a foreign language as a part of the liberal arts education curriculum. • Teaching load is 14 courses per year (4 courses for the Division of English Literature and Linguistics, 10 courses for the liberal arts education curriculum). Please note one course means one 90-minute class per week (14 courses is roughly the equivalent of a 3.5/3.5 course load at universities where one course entails two 90 minutes classes per week). • Participate in Nagoya University's research and educational projects. • Participate in other duties including but not limited to those related to entrance examinations, administrative tasks, community service. <u>Scope of possible changes to responsibilities</u> • As specified by the Tokai National Higher Education and Research System. Place of employment <u>At the time of employment</u> • Nagoya University (Higashiyama Campus), Furo-cho, Chikusa Ward, Nagoya City, Aichi Prefecture <u>Scope of possible changes to place of employment</u> • As specified by the Tokai National Higher Education and Research System. Number of positions: One • Associate Professor Start of employment: 1st April 2027	
4	Research Field	Field	Humanities
		Subfield	English Literature, Anglophone Literature
5	Type of Employment	Full-time position (5-year term with the possibility of a one-time renewal for an additional 5 years.)	
6	Eligibility for Application	Applicants must have the following qualifications, credentials and expertise: • A PhD degree (at the time of appointment).	

		• Academic expertise in one or more of the following fields: English Literature, American Literature, Anglophone Literature. • Minimum 1 year of experience teaching courses in the field(s) of English Literature, American Literature or Anglophone Literature at an institute of higher education. • Minimum 1 year of experience teaching English language courses (composition, presentation, etc) at an institute of higher education. • English must be the applicant's first language.
7	Terms of employment	Terms of employment (salary, working hours, holidays, employment period, insurance, etc.) • The position is Associate Professor (full-time position, fixed-term). • 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://public1.legalcrud.com/thers_ac/act/110001585.html (in Japanese) • Terms of employment will be in accordance with the Tokai National Higher Education and Research System Employee Work Regulations. https://public1.legalcrud.com/thers_ac/act/110010928.html (in Japanese) • Working hours are based on a discretionary work system (professional work type: working hours are 7 hours 45 minutes per day). Standard working hours are from 8:30 to 17:15, but the means and time allocation of work are left to the employee's discretion. • Leave entitlements 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. • Smoking is prohibited on campus.
8	Application period	From September 18, 2026 to November 3, 2026
9	Application and Selection, Result Notification, and Contact Details	Method of application (where to submit the material) 1. Submit applications via the Web Application function of the JREC-IN Portal. 2. Compile application documents into a single PDF file in the order listed below (1 through 9) and upload the file via the JREC-IN Web Application function. For the JREC-IN manual see: https://jrecin.jst.go.jp/seek/SeekHelp#manual-JREC-IN%20Forms 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. <u>Application Documents</u> (1) Curriculum vitae • 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 (starting with university), employment history, academic affiliations, awards, disciplinary record, etc. Use of JREC-IN format “Application Form” is recommended. (2) List of academic achievements • Use of JREC-IN format “Achievements and Activities List” is recommended (Refereed papers and book chapters should be clearly marked as such). (3) A list of courses taught (Provide details of the courses, including the course title, content, and period of instruction. Use A4-size paper.) (4) A copy of the PhD diploma. (5) Three major publications (Offprints or copies are acceptable. Include an abstract in English of approximately 100 words for each article, and an abstract of approximately 200 words for each doctoral dissertation or single-authored book). (6) Teaching statement for teaching in the English and American Literature Field at the Graduate School of Humanities/School of Humanities. (A4-size paper, approximately 500 words in English) (7) Teaching statement for teaching English as a foreign language as a part of our liberal arts curriculum. (A4-size paper, approximately 500 words in English) (8) Research statement outlining research plans (A4-size paper, approximately 500 words in English) (9) Contact information for two references (name, affiliation, title, telephone number, email address, and your relationship to each referee) and a letter of reference from one of the referees. Contact details Graduate School of Humanities, Nagoya University Contact person : Professor Shosuke Kinugawa Email : kinugawa.shosuke.x5★f.mail.nagoya-u.ac.jp (Replace ★ with @) Selection details (selection method, decision on acceptance/rejection) 1. The first stage of selection will consist of a review of the application documents. 2. Applicants who pass the first stage will move on to the second stage consisting of a mock class (approximately 20 minutes), presentation on the applicant’s research, and an interview with the selection committee. 3. Applicants will be contacted via email regarding the second stage of the selection process. 4. Travel expenses for the second stage, if incurred, will not be reimbursed. Applicants living abroad may be interviewed online. 5. Nagoya University will give priority to female candidates if they are deemed equally qualified based on their performance (which includes research, education, social contributions, and personal qualities). https://www.nagoya-u.ac.jp/about-nu/declaration/positiveaction/index.html.
10	Additional	• Applicants will be notified of results by email.

	information	• Application documents will not be used for any purpose other than this selection process. • In principle, application documents will not be returned. However, they will be used solely for the purpose of this application. Personal information will not be disclosed, transferred, or lent to a third party without a legitimate reason. • We may ask for additional application material. • If you need special workplace accommodations, please submit evidence of your disability, if possible, in order to facilitate appropriate considerations. • Nagoya University is actively committed to promoting diversity and supporting work-life balance. For further details, please refer to the following websites: Center for Gender Diversity: https://www.kyodo-sankaku.provost.nagoya-u.ac.jp/ Declaration on the Promotion of Diversity, Equity, Inclusion & Belonging (DEIB): https://www.thers.ac.jp/about/declaration/deib/index.html • Applicants may indicate in their CV any periods during which their research activities were interrupted or delayed due to childbirth, childcare, caregiving, illness, or other reasons. The inclusion of such information will not result in any unfair evaluation.
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