

Recruitment of Lecturer, Associate Professor or Professor (English Education)

Content of job information:

The Faculty of Arts and Letters, Kyoritsu Women's University, is looking for an academic staff who is a native English speaker (or, who have the same level of English proficiency as a native speaker) and can handle English-related subjects, as well as tasks related to English education and international exchange for the faculty and the entire university.

- Teaching subjects related to teacher training course (English) and inter-cultural understanding (English-speaking countries), as well as classes to improve English proficiency.
- Tasks related to constructing entrance examinations (English).
- Tasks related to improving the English education curriculum of the faculty and the university as a whole.
- Tasks related to support and improvement of international exchange programs of the faculty and the university as a whole.
- Publicity for the faculty and the university (English).
- Recruitment and support of English-speaking part-time teachers.

Classes to be taught: 6 of the following classes for one semester (7 classes when the graduate school has students)

"Theory and Methods of Teaching English," "Intercultural Communication Specific Theory A (Japan and English-speaking countries)" " Seminars for Improving English Skills (Speaking, Writing, Discussion, Presentation), "Graduation Thesis," "Writing Dissertation in English I/II (Graduate School)", etc.

Institution Address: 2-2-1 Hitotsubashi, Chiyoda-ku, Tokyo 101-8437

Number of staff required: 1 (Lecturer, Associate Professor or Professor)

Date of starting work: April 1, 2024

Job type: Full-time lecturer, Associate Professor or Professor

Employment status: Full-time (permanent contract)

Work location: Tokyo

Eligibility: Those who meet the following (1) to (4)

- (1) Those who have a master's degree or equivalent in TESOL, English Education, Applied Linguistics or related fields, and can teach related classes.
- (2) Those who are native English speakers or have advanced English proficiency equivalent to that. Any nationality is welcome.
- (3) Those whose native language is not Japanese must have the Japanese proficiency required to perform the duties.
- (4) In addition to classes related to English, it is desirable that the applicant can take charge of interdisciplinary subjects in the faculty, such as cross-cultural understanding, digital humanities, media studies, educational technology, and content production.

Compensation:

- (1) Retirement at age 65
- (2) Salary, etc. According to university regulations

Application period: Until September 8 (Friday), 2023

Application method and selection details:

1. Document screening (Must arrive by September 8)

Please write the following (1)-(6) in Japanese or English and send them to the address below.

- (1) CV1, Personal information (university-designated format, photo attached) 1 copy
- (2) CV2, Educational/research achievements (university-designated format) 1 copy
- (3) Publications (copy acceptable) 3 items
- (4) Copy of final degree certificate, 1 copy
- (5) Aspirations for education at the Faculty of Arts and Letters, Kyoritsu Women's University (approximately 1 sheet of A4 size paper, format free) 1 copy
- (6) "Intercultural Communication Specific Theory A" Syllabus (14 lectures per semester for 2nd year students and above. Designated format) 1 copy

[Send to]

2-2-1 Hitotsubashi, Chiyoda-ku, Tokyo 101-8437

Kyoritsu Women's University, Main Building 1416

Faculty of Arts and Letters, Department of English and English Literature

* All applications should be sent by simple registered mail, and please write "application documents enclosed" in red on the front.

2. Interview (Only those who pass the first step)

Face-to-face in the afternoon of Saturday, November 25th. A candidate is expected to give a trial class to the interviewees.

Notes:

- (1) The Faculty of Arts and Letters actively welcomes applications from female researchers in accordance with the founding spirit of the university and the facilitation of greater gender equality.
- (2) Personal information included in application documents will not be used for purposes other than screening the applicants.
- (3) In principle, documents submitted at the time of application or during the selection process will not be returned. If you wish to have them returned, please enclose a cash-on-delivery slip with the return address and write “please return documents” in red on the envelop that contains your application.
- (4) Applicants who pass the document screening step will be notified of the details of the interview and the trial class by email around mid-October.
- (5) Travel expenses, accommodation fees, etc. required for coming to the interview should be paid by the applicant.
- (6) Please note that we cannot respond to inquiries regarding the selection process and results.

[Contact] Inquiries are accepted only by email.

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