

JOB ANNOUNCEMENT

Center for Education of Global Communication (CEGLOC) at the University of Tsukuba is seeking an applicant for a post of assistant professor.

1. Position

Full-time non-tenured assistant professor (IMAGINE THE FUTURE. Assistant Professor):
One Position

2. Term of Employment

Three years, plus two additional years based on a renewal assessment (non-tenure track, five years in total)

3. Start of Employment

April 1 (Mon) 2024, or its earliest possible date

* The annual salary system is applied. Salary is based on age, qualifications, and experience, as per university policy.

Employment rules for employees of the University of Tsukuba:

https://www.tsukuba.ac.jp/public/ho_kisoku/s-02/s-02.html

4. Field of Study

Applied Linguistics, English Language Education, Writing

5. Responsibilities

- (1) In charge of compulsory English courses and management of Academic Writing Support Desk (Center for Education of Global Communication: CEGLOC)
- (2) In charge of courses such as English Language Education at the Graduate School (Degree Programs in Humanities and Social Sciences, English Language Education Subprogram)
- (3) In charge of teaching courses such as Applied Linguistics in the College (College of Humanities).
- (4) Various duties related to the management of related faculty organizations, educational organizations, etc.

6. Qualifications

- (1) Hold a doctoral degree (or expect to obtain one by the employment day)
- (2) Research achievements in English language education, or multicultural studies. It is desirable to have research achievements in English.
- (3) Native language is not required; however, the candidate must be able to conduct classes and duties in Japanese.

7. Documents for application

- (1) Curriculum Vitae
- (2) List of up to five main publications (books and/or papers) within the last five years
- (3) List of teaching experience within the last five years
- (4) Education and research plan and future prospects
- (5) List of ALL publications and presentations
- (6) Offprints or photocopies of the main publications listed in (2)
- (7) Summaries of the main publications listed in (2) within 400 words each in English or 800 words in Japanese (free format)
- (8) GDPR form
 - * Applicants located in the countries that make up the European Economic Area or in the United Kingdom of Great Britain must submit a “Consent to Processing and Extraterritorial Transfer of Personal Data under GDPR (EU General Data Protection Regulation)” form in addition to the documents listed here. The form is also downloadable from the link below.
- (9) Self-Declaration on Specific Categories

- (10) Cover letter with the applicant's email address and telephone number (free format)
(11) Contact information of two references (such as name, affiliation, email address, and phone number)

*Files of all the forms are downloadable from the link below:

<https://www.jinsha.tsukuba.ac.jp/jobs/application-documents>

* Please follow the instructions provided in the template files when you fill in the forms.

8. Deadline for application

August 21 (Mon), 2023 (Japan time)

* Short-listed candidates will be invited for an interview which will be held at the Tsukuba campus. Travel expenses will not be provided. The interview may be conducted online, depending on the status of the new coronavirus situation.

9. Submission of the application documents

Applications are only accepted via the JREC-IN Portal web application. Please upload your application documents in PDF format via the JREC-IN Portal website, and only those documents that cannot be converted to PDF format can be sent to the address below after contacting the contact person in advance (Submitted materials will not be returned). Please note that incomplete documents may not be included for review, so please be careful when preparing your application.

JREC-IN: https://jrecin.jst.go.jp/seek/SeekJorDetail?fn=3&id=D123060534&ln_jor=0

Mailing Address:

Center for Education of Global Communication (CEGLOC), University of Tsukuba
Tenno-Dai 1-1-1, Tsukuba, Ibaraki 305-8577, Japan

*Write in red “英語教育学教員応募” on the package, and send it by registered mail (書留).

*Submitted materials are not returned.

10. Contact Person

Yuichi Ono

Email: ono.yuichi.ga#@#u.tsukuba.ac.jp (delete the hash tags)

11. Others

“IMAGINE THE FUTURE. Assistant Professor System” is applied to this position. See the website below for more information about it.

<https://www.tsukuba.ac.jp/about/jobs-information/pdf/itf-assistantprofessor.pdf>