

Announcement of Job Opening

English Teaching Position in Department of International and Cultural Studies, Beginning April 2025

Aichi Prefectural University invites applications for one full-time tenured English teaching position, beginning April 1, 2025.

1 Research Field: any field related to English education

2 Responsibilities:

(1) teach Reading, Writing, Debate, Presentation, Information Literacy and Research Practice, Writing for Academic Purposes, and other required English language courses in the Department of International and Cultural Studies

(2) teach School of Foreign Studies common courses, Liberal Education courses, and Graduate School courses

(3) teach a total of 7 classes per week (90 minutes per class), in some cases including Graduate School courses in the evening

(4) in addition to teaching, carry out duties related to entrance exams, department activities, and other aspects of university administration

3 Position: Lecturer or Associate Professor (commensurate with qualifications and experience)

4 Number of positions: 1

5 Type of position: full-time tenured (no term limit)

6 Qualifications:

(1) Ph.D. degree, or equivalent research achievements

(2) English language teaching experience in Japan at the university level

(3) native English speaker, or equivalent high level of English ability

(4) high level of Japanese ability, sufficient to carry out duties in Japanese

(5) after appointment, must reside in Aichi Prefecture or nearby and be able to commute to Nagakute Campus, located in Nagakute City

7 Starting date: April 1, 2025

8 Application deadline: July 1, 2024 (Application documents must be received by this date.)

9 Date of notification: The successful applicant will be notified in early November 2024.

10 Application documents:

(1) curriculum vitae, in Japanese (1 copy). Please use the attached form (様式 1).

(2) complete list (1 copy) of research publications and presentations, including Master's thesis and Ph.D. dissertation. Please use the attached form (様式 2).

(3) three major research publications (3 copies of each. Photocopies are acceptable.)

(4) typed essays in both Japanese (approximately 2000 characters) and English (approximately 1000 words) describing characteristics of the applicant's teaching practices, and goals for English language education in the Department of International

and Cultural Studies

- (5) copy of highest degree earned, or other proof of highest educational attainment (documents in languages other than English and Japanese should be accompanied by a Japanese translation)
- (6) list containing the names, phone numbers and e-mail addresses of two academic colleagues who have consented to serve as references
- (7) if the applicant is not a native Japanese speaker, proof of Japanese language proficiency (such as a research publication in Japanese or results of a Japanese language proficiency test), if available
- (8) one stamped self-addressed return envelope (approximately 120x235mm in size)

11 Send all application documents to:

Administrative Department General Division
Aichi Prefectural University
1522-3 Ibaragabasama, Nagakute, Aichi
480-1198

*Application documents must be sent by registered mail (*kan'i-kakitome*) with “Application for Department of International and Cultural Studies Teaching Position 2024 C” written in red on the front of the envelope.

*E-mail submissions WILL NOT be accepted.

12 Contact information:

Aichi Prefectural University
Administrative Division, Academic Affairs Department
Academic Affairs Section (attn: School of Foreign Studies)
Phone: 81/(0)561-76-8824
Fax: 81/(0)561-64-1105
E-mail: gaigo-t@bur.aichi-pu.ac.jp

13 Please note:

- (1) During the screening process, the selection committee may contact applicants by telephone, and may ask finalists to come to Aichi Prefectural University for on-campus interviews, which may include a teaching demonstration. Travel expenses for such interviews must be paid by the applicant.
- (2) If the applicant expects to be absent from his / her main address for an extended period, please include additional addresses and contact information as necessary.
- (3) In principle, application materials will not be returned. If an applicant wishes for materials to be returned, please include a self-addressed package delivery service slip (cash-on-delivery).
- (4) Personal information received through this application process will not be used for any other purposes.
- (5) Retirement age at Aichi Prefectural University is 65 years. Rules of employment can be viewed at
https://www.puc.aichi-pu.ac.jp/files/03_kyoshokuin_shugyo_20220330.pdf
- (6) This job opening announcement appears in the Japan Research Career Information Network (JREC-IN): <http://jrecin.jst.go.jp/seek/SeekTop>.
- (7) Working conditions can be viewed at the Japan Research Career Information Network (JREC-IN) website: <http://jrecin.jst.go.jp/seek/SeekTop>.