

Job Posting
(for Associate Professor, or Lecturer)

| | |
|------------------------|--|
| Affiliation | Institute for Liberal Arts, Tokyo Institute of Technology (School of Environment and Society, Department of Social and Human Sciences) |
| Position title | Associate Professor or Lecturer |
| Number of Openings | 1 |
| Area of Specialization | Teaching Japanese as a second language for international students. |
| Job Description | <ol style="list-style-type: none"> 1) Japanese language education for international students, 2) The coordination of Japanese language education program, 3) International student education, international student counseling, international exchange, and projects related to Liberal Arts education, 4) Education and research guidance for master's and doctoral students in the Department of Social and Human Sciences, School of Environment and Society, and 5) Management and administration work related to 1) to 4), at the Tokyo Institute of Technology. |
| Qualifications | <ol style="list-style-type: none"> 1) Candidate must have a doctorate or equivalent degree (including Ph.D. candidate), 2) Candidate must have more than one year of Japanese language education experience as a second language at higher educational institutions such as a university, 3) It is desirable that candidate has experiences in studying abroad or having experience in teaching Japanese overseas, who have the necessary English language skills to perform their duties, 4) It is desirable to have completed a major or minor in a course dedicated to Japanese language education (applied linguistics, Japanese language education, etc.), and to have education and specialized research in a field related to Japanese language education, and 5) Candidate must be enthusiastic about course coordination, development of teaching materials, and project planning suitable for international students enrolled at the Tokyo Institute of Technology through Japanese language education. |
| Location | Ookayama Campus, Nearest station is Ookayama, and may work at Suzukakedai campus (Kanagawa prefecture, Suzukakedai station) as well. |
| Working Hours | De facto working hours* under the discretionary labor system for professional work: 7 hours 45 minutes per day (38 hours 45 minutes per week) |

| | |
|-------------------------------------|---|
| | *Hours considered as working hours |
| Term | Associate Professor or Lecturer: Fixed-term appointments will be for up to 5 years. Reappointment may be possible for one additional term of up to 5 years. The total term is limited to a maximum of 10 years from the original date of employment. Tokyo Institute of Technology has a tenure-track system, and a fixed-term Associate Professor or Lecturer may have the opportunity to qualify for a tenure-track position. We particularly welcome applications from those who have sufficient achievements and spirited determination to proceed further with tenure assessment. |
| Probationary Period | 6 months |
| Salary | <p>The successful candidate will be paid under the “Annual Salary System with Lump-Sum Retirement Allowance” pursuant to the Institute’s Regulations on Wage and Salary for Staff under Annual Salary System with Lump-Sum Retirement Allowance. In accordance with the regulations, the amount of annual salary will be determined based on the standard level for the first fiscal year of employment, and will be based on performance evaluations in subsequent years. A retirement allowance will be paid separately at the time of retirement.</p> <p>● Annual salary examples (The amounts listed below are only examples provided in the regulations and do not relate to this position.)</p> <ul style="list-style-type: none"> • Associate Professor who has 5 years of work experience after completing a doctoral degree. Standard: JPY 7,500,000 Minimum*: JPY 7,000,000 Maximum*: JPY 8,600,000 *The minimum and maximum amounts will vary depending on performance. • Lecturer who has 5 years of work experience after completing a doctoral degree. Standard: JPY 6,800,000 Minimum*: JPY 6,200,000 Maximum*: JPY 7,800,000 *The minimum and maximum amounts will vary depending on performance. |
| Social insurance and other benefits | Employee’s pension, Mutual Aid Association short-term benefits (health insurance), employment insurance, worker’s compensation Insurance. |
| Employer | President of National University Corporation Tokyo Institute of Technology |
| Proposed Start Date | April 1, 2023 |

| | |
|------------------------------|---|
| Closing Date for Application | Applications must be submitted by Wednesday, November 30, 2022, (JST 17:00) |
| Selection Process | <p>Selection will be based on a comprehensive review of applications and interviews. After screening of documents, selected applicants may be asked to have an on-campus interview and/or give a mock class of Japanese language education, and a question-and-answer session in English.</p> <p>Applicants are responsible for their own travel and other expenses associated with the face-to-face interviews.</p> |
| Required Documents* | <p>Please follow the URL below for application documents and application procedures.</p> <p>https://cuckoo.js.ila.titech.ac.jp/~yamagen/jinji/index.html</p> <p><u>A. Summary form</u></p> <p>Fill in the application form at the URL above and click the "Submit" button. A copy of the application will appear on the screen as soon as it is submitted, so please save it by yourself. If you have any problems, please contact us.</p> <p><u>B. Application form</u></p> <p>This document should be uploaded using the template at the URL above, written in this order using word processing software, converted to pdf, and then uploaded using the submission button at the URL above.</p> <ol style="list-style-type: none"> 1) Resume. (Copy and paste a photo of your face taken within the past 3 months in the green frame (mandatory). If possible, copy and paste your signature in the brown frame) 2) List of Japanese language education history. (Please specify names of subjects, schools, terms, and textbooks) 3) List of achievements (Including related educational results such as textbook development etc.). 4) Abstracts of two major achievements, one page or less for the two items together. (If the work is published online, include its URL/DOI in the abstract. Do not send papers or publications) 5) Outline of educational activities so far (up to one page, in Japanese only). 6) Description of candidate's research activities and future research plan (up to one page, in Japanese only) 7) Aspirations (what you plan to do at our university) for Japanese language education at our university (up to one page, in Japanese. Include a note of when you can be appointed) 8) Two reference persons' names, affiliation, contact number (including telephone number and e-mail address) whom we can ask about the candidate. |

| | |
|-------------------------------|---|
| How to Submit an Application* | Please submit your application through the above URL. JREC-IN Portal Web application, Email, and postal mail are not accepted. |
| Contacts* | Prof. Hirofumi Yamamoto, Institute for Liberal Arts, Tokyo Institute of Technology E-mail : yamagen@ila.titech.ac.jp Tel : 03-5734-2324 |
| Other* | <ol style="list-style-type: none"> 1. Application documents will not be returned. The personal information provided in the submitted documents will be used solely for recruitment and not for any other purpose, pursuant to the Institute's applicable rules and regulations. 2. Tokyo Institute of Technology, in order to ensure a diverse workforce, guarantees equal opportunities for all individuals regardless of nationality or gender. 3. Smoking is prohibited on campus (excluding designated outdoor smoking areas). 4. For more information, please refer to the following link. http://www.hyoka.koho.titech.ac.jp/eprd/recently/koubo/koubo.php?lang=en |