

Hiroshima University (HU) herewith announces an international job opening and seeks to appoint an Associate Professor with tenure in the research area of English Education or Second Language Acquisition. This position is based on the “Policy for recruiting/cultivating excellent faculty members.” The university introduced this policy to create a secure environment in which junior faculty members can concentrate on research and education.

We look forward to welcoming those who are prepared to embrace the principles, long-term vision and medium-term goals of HU (<https://www.hiroshima-u.ac.jp/en/about>), and who are motivated and able to play key roles by committing themselves to research and education at HU.

Mitsuo Ochi, President of Hiroshima University

Please refer to the following URL for details about personnel system reform of Hiroshima University:

<https://www.hiroshima-u.ac.jp/en/employment/kyoinkobo>

Date: March 14th, 2023

Faculty Open Position(s)

1. Affiliation (Appointment)

Academy of Hiroshima University (Institute for Foreign Language Research and Education: FLaRE)

2. Position(s) and number of opening(s)

Associate Professor with tenure, one (1)

3. Date of commencement of employment

April 1st, 2024

4. Terms of employment

Full time (tenured)

5. Field of specialization

Teaching English as a Foreign/Second Language, Applied Linguistics, or a related area.

6. Teaching responsibilities, etc.

- (1) Undergraduate level (general education courses): General English education course (typically 4 courses per semester) and a course using ICT
- (2) Work related to the general English education course curriculum (timetabling and course improvement)
- (3) Work related to the implementation of education provided by the FLaRE (Voluntary English Courses, Specific Programs, Skill Up Subjects for Graduate Students, learning counseling, etc.)
- (4) Work related to the FLaRE's educational research (teaching material developments, various projects, etc.)
- (5) Administration and management of FLaRE
- (6) In addition to the responsibilities listed above, the candidate may be asked to teach other general education courses and/or discipline-specific courses in other department(s) and graduate school(s).

7. Qualifications

Applicants must satisfy all of the following requirements:

- (1) Have demonstrable enthusiasm for and commitment to English language education.
- (2) Hold a doctoral degree in TESOL or a related field by the time the appointment

begins.

- (3) Have the ability, personality, and Japanese language skills necessary to carry out administrative duties at FLaRE in the future.
- (4) If Japanese is not the applicant's first language, he/she must have a high level of Japanese language proficiency, with Japanese language skills sufficient to write documents related to the administration and management of FLaRE and university-wide projects.
- (5) Have statistical analysis skills and experience working with large data sets.

8. Application materials required

- (1) Resume. Please use the official FLaRE form.
If you have a history of being employed by Hiroshima University (as a TA, RA, researcher, etc.) in the past five years, be sure to state all positions you have held.
- (2) A list of publications and oral presentations. Put * for your 5 most important research accomplishments. Use the official FLaRE form for listing publications.
- (3) Major educational activities and teaching experience.
- (4) A short essay on how you believe Hiroshima University English classes can best be taught. Write your ideas within one A4 page.
- (5) A summary of your 3 most important research accomplishments. Include copies of those publications. Please type the summary on A4 paper. Do not exceed 300 words for each accomplishment.
- (6) Documents or certificates showing that the applicant has a high level of Japanese language proficiency (if the applicant's first language is not Japanese).

Important

※Download the official FLaRE forms for (1) and (2) at the following site:

<http://www.flare.hiroshima-u.ac.jp/en/jobs/>

※For your application, (1) and (2) must be sent by registered mail (書留) as well as uploaded at the following site:

<http://www.flare.hiroshima-u.ac.jp/submit-form/>

9. Application deadline

All application materials must reach us by [05:00 pm on Monday, July 31st, 2023 (Japan time)].

10. Please send all application documents to the following address

Institute for Foreign Language Research and Education, Hiroshima University
1-7-1 Kagamiyama, Higashi-Hiroshima-shi, Hiroshima, 739-8521, JAPAN

Important

※Write in red “外国語教育研究センター専任教員応募書類在中” or “Gaikokugo Kyoiku Kenkyu Center Sennin Kyoin Obo” on the package, and send it by registered mail (書留).

11. Selection procedure

- (1) Selection will be made based on all application documents submitted.
- (2) Interviews will be held as necessary. As a general rule, applicants are required to conduct demonstration lessons in English. Please note that any travel expenses will be the responsibility of the applicant. Applicants who pass the initial document review will be informed of interview date, time, and format.
- (3) Hiroshima University promotes a gender-equal society in accordance with the legislative intent of the Basic Law for a Gender-Equal Society.

12. Employment status

- (1) If you are agreeable to the application of the Discretionary Labor System for Professional Work, you are deemed to work for 7 hours and 45 minutes a day. If not, working hours are from 8:30 to 17:00 (from Monday to Friday), with a break from 12:00 to 12:45.
- (2) Workdays are from Monday to Friday (excluding public holidays) in principle.
- (3) Holidays are Saturdays, Sundays, and public holidays in principle.

13. Salary, etc.

- (1) The annual salary system (II), implemented in October 2021, will be applied to the successful candidates.
- (2) Successful candidates may be reimbursed for travel expenses incurred for the trip from their home or former place of work to the new place of work to assume their post in accordance with the relevant regulations of Hiroshima University. For more information, please contact us.

14. Evaluation

We conduct individual performance evaluations for all Hiroshima University faculty members after their employment, and numerically rate their performance; salary and benefits are commensurate with performance indicators.

15. Employer

Hiroshima University

16. Miscellaneous

- (1) Probationary employment period: six (6) months
- (2) Personal information obtained from application documents will not be used or provided to any third party for purposes other than the necessary procedures related to personnel affairs, salary, and welfare. Application documents of applicants whom we have decided not to employ will be returned to those applicants in an appropriate manner, after the completion of relevant selection processes.
- (3) All the faculty members of Hiroshima University belong to the “Academy”, which is the single university-wide faculty organization, and each faculty as a member of the Academy of the University is appointed to educational and/or research organizations such as an individual undergraduate school, graduate school, research center or institute.
- (4) Faculty members may also be assigned to teaching and/or research activities in other organizations of Hiroshima University and university-wide projects.
- (5) HU provides other employment information (research positions, office work, etc.).
If your spouse wishes to work for HU, please refer to the following URL link.
Employment information: <https://www.hiroshima-u.ac.jp/en/employment/>

17. Contact

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