

Opening for fixed-term positions at Hosei University

1. Faculty:

Faculty of Global and Interdisciplinary Studies (GIS)

2. Number of positions:

Three positions, three-year fixed term, as Assistant Professor (助教)

These are non-tenure-track position. GIS has the option of offering two one-year extensions.

3. Starting date:

April 1, 2019

4. Educational and research fields:

Disciplinary or multidisciplinary fields in the humanities, social, and natural sciences that can enhance the GIS curriculum, including, but not limited to: Linguistics (except TESOL), Religious Studies, Literature, Science and Technology, and Cultural Anthropology. Please refer to the current GIS curriculum on the department website.

5. Teaching duties:

A total of four or five undergraduate content courses per semester, to be taught exclusively in English. Applicants may also be asked to teach academic skills courses.

6. Administrative duties:

Participation in entrance exam preparation and administration, various departmental and university-wide committees, and other duties as required.

The successful applicant can expect to be involved in teaching and administrative work a minimum of four days per week.

7. Requirements and Personal Qualifications:

1) Doctorate by position start date.

2) University teaching experience.

3) English at native or native-like proficiency: Applicants must be capable of conducting classes and carrying out administrative duties in English. They also need to have sufficient proficiency in Japanese to participate in administrative committee work.

4) The ability to work cooperatively with administrators and colleagues.

8. Salary: Salary paid in accordance with Hosei regulations.

9. Application documents:

1) Cover letter. Please specify your field(s) of research and teaching.

2) Curriculum vitae. Include date and place of birth; citizenship; visa status, if applicable; and contact information for two personal references. Letters of reference are not required until requested. Please include your e-mail address and a recent photograph.

3) List of academic publications, published articles, books, book chapters, and conference presentations.

4) Off-prints or photocopies of two representative academic publications.

For applicants without publications, one or two chapters from a thesis or dissertation are acceptable.

5) Statement of current research activities and future research plans (within 500 words). Please indicate how you see your courses fitting in to our current curriculum.

6) A list of courses you have taught and additional courses you plan to teach in your field(s)

7) A syllabus of a course you have taught or plan to teach in the area you are applying to.

10. Application deadline:

All materials must be sent by post and received no later than September 3, 2018.

11. Selection process:

Short-listed candidates will be notified and given their interview and mock lecture date.

The interview and mock lecture will be carried out at Hosei University, Ichigaya Campus (Tokyo) in early October.

Please note that all costs related to attending the interview and giving the mock lecture will be borne by the applicant.

12. Notification of decision:

Applicants will be notified by December, 2018.

13. Address for submission:

Please send all materials by registered post to:

Office of Academic Affairs
Faculty of Global and Interdisciplinary Studies (GIS)
Hosei University
2-17-1 Fujimi Chiyoda-ku Tokyo 102-8160

〒102-8160
東京都千代田区富士見 2 - 1 7 - 1
法政大学 学務部学部事務課
グローバル教養学部 (GIS) 担当

Please indicate “GIS Application Materials” (グローバル教養学部専任教員応募書類) in red on the envelope and send it by registered mail / courier delivery service. Materials will not be returned unless a self-addressed stamped envelope is included with the application. Application materials will not be accepted by e-mail.

14. For inquiries only:

gis@hosei.ac.jp

15. Department website:

<http://gis.hosei.ac.jp/>