

学長
学部長 殿
研究科長

広島女学院大学
国際教養学部長 波多野五三
(公印省略)

教員の公募について

拝啓 時下ますますご清祥のこととお慶び申し上げます。

さて、このたび本学では、下記の要領で教員を公募することになりました。つきましては、貴学ならびに関係機関にご周知のうえ、適任者がございましたら是非ともご応募下さるようお願い申し上げます。

敬具

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|--------------------------|--|
| 1. Research field | American literature, American culture |
| 2. Classes | American Culture & History, History of American Literature, Comparative Studies of American Literature & Culture, 20th Century American Studies, 20th Century American Literature, History & Culture of African Americans, History & Culture of Jewish Americans, Comparative Studies of Culture, Studies of American Dream, Introduction to British & American Literature & Culture |
| 3. Position | Associate Professor, or Lecturer (3-year contract with the possibility of tenure based on an appraisal of teaching and research achievements after employment) |
| 4. No. of positions | 1 position (a native English speaker or a native Japanese speaker).
Note: Please refer to the Japanese version of this advertisement if the applicant is a native Japanese speaker. |
| 5. Qualifications | (1) Doctoral degree (preferred) or Master's degree in a relevant research field (see above).
(2) Experience of teaching at university level is preferred.
(3) A working command of the Japanese language is preferred if the applicant is a native English speaker.
(4) Understanding of our founding spirit based on Christianity.
(5) Obligations to support the school administration.
(6) Plan and take charge of a one-month overseas English study program in summer.
(7) Must live in Hiroshima city or the surrounding area after taking up the post |
| 6. Starting date | 2015/4/1 |
| 7. Application deadline | Materials must arrive by 17:00JST on 2015/1/5 |
| 8. Application materials | (1) Curriculum Vitae with a photo attached.
(2) Copy of certificate or diploma of the highest degree earned.
(3) Copy of certificate of Japanese language ability if available.
(4) List of educational and research achievements.
(5) Copy or offprint of 3 major research works.
(6) Short essay about your educational philosophy (one page of A4-size paper).
(7) Choose three courses listed above and create a syllabus for each (one page of A4-size paper for each). The syllabus should include the objective, content for a 15-week course, instruction plan and evaluation method of the class. |
| 9. Selection process | (1) 1 st screening: Document evaluation
(2) 2 nd screening: Teaching demonstration based on one of the syllabi above and interview (applicants will be contacted directly)
(3) 3 rd screening: Interview with president, chancellor, and dean (applicants will be contacted directly)
* On taking up the post, a medical report must be submitted. |
| 10. Salary | Based on the Pay Regulations and the Fixed-term Employment Regulations of Hiroshima Jogakuin |
| 11. Submission address | Hiroshima Jogakuin University,
Faculty of Liberal Arts |

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Gakubu Jimushitsu
4-13-1 Ushita-higashi, Higashi-ku
Hiroshima 732-0063
Japan

Write 'Application form for Faculty Position: ALAC' on the envelope in red. Send the application documents by registered mail.

12. Results

Results will be informed to the applicant as soon as the screening process is over. Any questions or inquiry about this recruitment can be accepted only through email.

13. Contact (email only)

Prof. Izumi Hatano, Dean, Faculty of Liberal Arts (hatano@gaines.hju.ac.jp)

14. Other information

(1) The personal data in the application materials submitted will be used for selection only.

(2) If you wish to have your application materials returned, please enclose a self-addressed envelope with stamps to cover the return shipment.