Gakushuin University
(Foreign Language Teaching and Research Centre)
Full-Time [Tenured] Teaching Position

Details

1. Field: English Language Teaching
2. Position: Associate Professor or Full-Time Lecturer (Tenured)
3. Number of positions: One
4. **Starting Date**: April 1, 2016
5. Treatment: In accordance with Gakushuin regulations
6. Qualifications: The successful applicant will, at the time of application, fulfill the following requirements:
   i) Possess a PhD or Master’s degree in a field related to English Language Education (e.g. Applied Linguistics, Second Language Acquisition)
   ii) Have English as a first language
   iii) Possess sufficient proficiency in Japanese (equivalent to JLPT level N1 or N2) to be able to carry out administrative duties
   iv) Have at least three years of teaching experience at university or junior-college level
   v) Be a resident of Tokyo or the Kanto area as of April 1 2016
7. **Application deadline**: Saturday July 11, 2015
8. Application materials:
   i) Curriculum Vitae in English and Japanese, signed, with recent photograph and email address (original and two copies of each)
   ii) List, in English, of academic publications and other research activities (three copies)
   iii) Three chief academic publications (three copies or offprints of each)
   iv) 300-word abstract, in English, of the principal piece of research (three copies)
   v) 1000-word outline, in English, of the applicant’s aspirations and future plans regarding English-language education at Gakushuin University, based on his or her experience in the fields of research and education (three copies)
   vi) Syllabus, in English, of two university-level classes devised and taught by the applicant, including: class name and type; class objectives; class content and schedule; evaluation methods (three copies)
   vii) Degree certificate for PhD or Master’s (one copy)
Incomplete applications will not be considered.
Application materials will not be returned.
Submitted materials will be treated confidentially, and no use will be made of personal information outside of the screening and appointment processes.

9. Applications must be sent by registered mail to:
Foreign Language Teaching and Research Centre, Gakushuin University, Mejiro 1-5-1, Toshima-ku, Tokyo 171-8588, Japan
(The envelope must be marked ‘Application for Full-Time English Position’ in red ink.)

10. Selection process:
   i) screening of applications
   ii) shortlisted candidates who pass the initial screening will be invited to attend an interview and give a mock lesson (scheduled for September)
   • Travel expenses will not be reimbursed.

We regret that we are unable to respond to individual queries regarding this advertisement.