

Full-time Research Associate Position
Kawamura Gakuen Woman's University

The Department of English, Faculty of Humanities, at Kawamura Gakuen Woman's University is currently seeking a full-time research associate who specializes in East Asian politics or sociology, and is experienced in teaching English to speakers of other languages.

1. Position title and number: Full-time research associate, 1
2. Institution: Department of English, Faculty of Humanities, Kawamura Gakuen Woman's University
3. Workplace: Mejiro Campus (3-1-19 Mejiro, Toshima-ku, Tokyo)
4. Classes to be taught:
[1st semester]
 Tuesday 4th period: Japanese Politics and International Society (1)
 Wednesday 1st period: EIA (English in Action) III (1)
 Wednesday 4th period: Japan Viewed from Abroad (1)
 Thursday 2nd period: EIA (English in Action) II (1)
[2nd semester]
 Tuesday 4th period: Japanese Politics and International Society (2)
 Wednesday 1st period: EIA (English in Action) III (2)
 Wednesday 4th period: Japan Viewed from Abroad (2)
 Thursday 2nd period: EIA (English in Action) II (2)
 Thursday 3rd period: Seminar on International Culture (3)
 *Each class is 90 minutes long, and each course has 15 classes and 1 exam.
5. Qualifications:
 Candidates must
 - be highly proficient in English and able to teach in English.
 - hold a master's degree in politics or sociology, or in related fields, and hold an initial qualification of teaching English (e.g. CELTA).
 - have a minimum of three academic publications or conference presentations in the field of East Asian politics or sociology, or in related fields.
 - hold university level teaching experience of three years or more.
 - hold a valid visa for teaching at the university level.
6. Working time:
 The research associate comes to work from Monday to Thursday (four days a week) and works from 8:40 to 17:40. She or he will be asked to work on some weekends. She or he can take several days off between semesters.
7. Responsibilities:
 - Teaching the classes above.
 - Talking with students a couple of hours a day outside class time to help them practice English conversation and prepare for English proficiency exams.
 - Taking part in some of the department's and the university's events, including the open campus days and the school festival, on weekends.
8. Period of Employment: from 1st April 2019 to 31st March 2022 (renewable)
9. Salary and benefits: In accordance with the full-time teaching rate of the university.

10. Application procedure:

(1) Applicants should send the following documents by recorded delivery to the address below by 7th December 2018.

- CV
- List of publications and presentations, including a synopsis of each of them.
- Copies of publications or drafts of presentations (three at most)
- A photocopy of degree certificate

Address: The Department of English
Kawamura Gakuen Woman's University
1133 Sageto, Abiko-shi, Chiba 270-1138

(2) Candidates who are shortlisted will be asked to come to Mejiro Campus to be interviewed in December. They will be required to submit a letter of recommendation from their tutor or superior at the interview.

(3) The final interview will be held in January, 2019. Candidates who come to the interview will be required to submit a photocopy of their latest health report.

11. Inquiry: E-mail Prof. Nobuhiko Hishida, Chair of the Department of English, at the address below.

E-mail: hissie@kgwu.ac.jp