

April 30, 2020
Language Center
Organization for Academic Affairs
Kwansei Gakuin University

**Call for Applications for Full-time Position at School of Education
in Kwansei Gakuin University**

1. **Position:** Professor, Associate Professor, or Assistant Professor
2. **Number of Positions Available:** One
3. **Employment Status:** Full-time (Tenured) Professor / Associate Professor / Assistant Professor
4. **Research Field:** English Communication
5. **Affiliation:** School of Education, Kwansei Gakuin University
6. **Teaching Responsibilities:** The appointee will teach English Communication Skills, Academic Reading, Academic Writing, Academic Presentation, Cross-Cultural Understanding, Cross-Cultural Communication, General English or other related areas. The appointee will also participate in curriculum development and departmental duties, including regular staff meetings, making and supervising entrance exams and serving on university committees.

* We are planning to open teacher's license programs for junior and high school English teachers, and the abovementioned courses are designed to be part of the "English Communication" and "Cross-Cultural Understanding" area of the "specialized matters related to English department" of the Enforcement Regulations of the Revised Teachers' License Act. The successful applicant, after being appointed to the position, will be screened by the Ministry of Education, Culture, Sports, Science and Technology (MEXT) regarding whether they are appropriate for teaching the aforementioned courses.
7. **Starting Date:** April 1, 2021
8. **Qualifications:**
 - 1) Applicants are expected to have an understanding of Christian education.
 - 2) Applicants should hold a doctoral degree in the research fields specified above or have academic achievements comparable to those of Ph.D. holders.
 - 3) Applicants are expected to be interested in teacher training and able to take charge of educational training subjects (Pre & Post Guidance of Teaching Practicum, etc.).
 - 4) Applicants must have research achievements in print on one or more of the above subjects within the past 5 years. In addition, it is desirable that they have passed the

teacher examination by the MEXT's Teacher Training Course Certification Committee within the past five years.

- 5) Applicants should be able to perform various tasks at the university in a motivated and smooth manner in collaboration with other faculty members.
- 6) Applicants should have a native or near-native level of English proficiency.
- 7) Applicants who are not native speakers of Japanese should have a command of Japanese that is sufficient enough for smooth oral and written communication in Japanese and desirably possess the qualification of the Japanese Language Proficiency Test Level 1.
- 8) Applicants are expected to have three or more years of teaching experience at the university level
- 9) The successful candidate is supposed to live within commuting distance of the university (in Nishinomiya) after being hired.
9. **Application Deadline:** Materials must arrive by **June 30, 2020**.
10. **Application materials:**
 - 1) One copy of curriculum vitae with a photo attached*

Be sure to write your e-mail address and mobile phone number. Please fill out the name of the courses you have been in charge of at the university in the work history field. Also, if you have passed the teacher examination by the MEXT's Teacher Training Course Certification Committee, please fill in the work history column.
 - 2) One copy of the list of educational and research achievements (mark your three major publications with ◎)*
 - 3) Three copies or offprints of each of the three major publications selected above. Each of the three copies should be accompanied by a copy of a summary (approximately 400 Japanese characters). Candidates may be asked to submit additional materials, if necessary.
 - 4) One copy of the outline of your education and research to date (up to two A4 sheets in English)
 - 5) One copy of "Your idea about English education at university" (about 1,000 characters in Japanese, A4 paper. Handwriting is not acceptable)
 - 6) One copy of the certificate or diploma of the highest degree earned

*Applicants must use the standardized forms for items 1) and 2).
The forms can be downloaded from the website of Kwansei Gakuin University (https://www.kwansei.ac.jp/houjin/houjin_000676.html).

11. **Selection Process:**

After the screening of the application materials, shortlisted candidates will be called

for an interview and teaching demonstration in August 29, 2020 at Kwansei Gakuin University in Nishinomiya if deemed necessary.

12. **Results:**

The results will be notified to the applicant after the screening process. All personal information provided on the application will be handled with the utmost care in accordance with the university's privacy regulations.

13. **Mailing Address:**

Write 'Application for English teaching position, School of Education' on the envelope in red. Send the application documents by registered mail to the address below.

Committee for the application for English Teacher in School of Education
Language Center
Organization for Academic Affairs
Kwansei Gakuin University
1-155 Uegahara Ichiban-cho, Nishinomiya, 662-8501 Japan

* Please note that all documents submitted will not be returned.

The information will not be used for any purpose other than the screening of candidates.

14. **Contact Number:**

Language Center in the Organization for Academic Affairs,
Kwansei Gakuin University
Phone: +81-798-54-6180

15. **Additional Information:**

As well as teaching full time in the School of Education, the successful candidate shall undertake administrative and other duties as a member of the Language Center.