

Full-time Lecturer in English Education at the Institute for Liberal Arts and Sciences,
Kyoto University

July 19, 2018

Position	Program-specific senior lecturer (Tenure-track position)
No. of positions	One
Affiliation	The International Academic Research and Resource Center for Language Education (i-ARRC), Institute for Liberal Arts and Sciences, Kyoto University (Location: Yoshida-Nihonmatsu-cho, Sakyo-ku, Kyoto)
Job description	<ol style="list-style-type: none"> (1) Teaching 8 to 10 EGAP classes of 90 minutes per week each semester. (2) Consulting with and advising students on English study. (3) Creating, managing, and leading symposiums and workshops for students to improve English skills. (4) Working in educational improvement activities such as materials development. (5) Participating in entrance examination-related work. (6) Participating in meetings and related events as needed.
Required qualifications	<p>The candidate must satisfy all of the following requirements:</p> <ol style="list-style-type: none"> (1) The candidate must hold a doctoral degree or its equivalent. (2) The candidate's research interests must lie in TEFL (TESL), English linguistics, or related areas. (3) The candidate must be able to teach EAP writing classes. (4) The candidate must have English teaching experience at the university level. Three or more years' experience is desirable. (5) The candidate must have very high-level (native-like) proficiency in English. (6) The candidate must have basic proficiency in Japanese for daily administrative duties.
Contract term	<p>Five years starting from April 1, 2019 to March 31, 2024.</p> <p>Evaluations of the candidate's achievements will be conducted at the middle and end of the term. According to these results, the position may be upgraded to a tenured lecturer.</p>
Probation period	Six months.
Working conditions	<p>Working hours: 38 hours 45 minutes per week under the flexible-hours system.</p> <p>Days off: Saturdays, Sundays, public holidays, Year-end and New Year holidays, Foundation Day, and a summer holiday (three consecutive days in</p>

	mid-August).
Salary	Salary: Annual salary based on qualifications and experience is determined in accordance with the existing employment regulations of Kyoto University (approximately 7,800,000 yen per annum).
Allowance	Any allowance such as commuting expenses, housing expenses, bonuses, etc. is not provided.
Social insurance	Eligible for MEXT* mutual aid association membership, employees' pension, employment insurance, and workers' accident compensation insurance. *MEXT: Japan's Ministry of Education, Culture, Sports, Science and Technology.
Application materials and process	<p>The candidate is required to submit five copies of the following materials:</p> <ol style="list-style-type: none"> (1) Full Curriculum Vitae with education (from high school) and employment dates specified, along with contact details (e-mail address and phone number), and information on affiliation with academic societies. (2) List of educational experience such as teaching records, development of materials/textbooks, commitment to curriculum development and educational improvement, and the like. (3) Full list of research publications divided into the following three categories: "books," "research articles," and "others" (invited lectures, keynote lectures, and the like). Publications should be listed in chronological order, the earliest first. Publications that are "in press" or "accepted" must be attached with proofs for approval. Oral presentations cannot be included in the list. (4) Reprints or photocopies of three major publications. If publications were co-authored, please specify your contribution. The candidate will be required to submit copies of all publications as needed to the selection committee at a later date. (5) Summary of a rewarding TEFL work experience at a university or a comparable institute, followed by a statement describing how he or she can, or wishes to, contribute to English education at Kyoto University (within two A4-sized pages, each, both in English and Japanese). (6) Copy of official documentation that proves the candidate's final degree (i.e., diplomas). <p>Send the application materials registered to:</p> <p style="text-align: center;">Institute for Liberal Arts and Sciences, Kyoto University Yoshida-Nihonmatsu-cho, Sakyo-ku, Kyoto Japan 606-8501</p>

	<p>The materials must be sent by registered mail.</p> <p>Please write “English Lecturer (Tenure-track) Application” in red ink on the envelope.</p>
Deadline for applications	All materials must arrive by Friday, August 24, 2018.
Selection procedures	<p>Materials submitted by candidates will be screened by the selection committee. Interviews will be held for short-listed candidates at Kyoto University in September 2018. We may ask the candidates to demonstrate a part of instruction. Please note that any travel expenses incurred will not be reimbursed.</p>
Inquiry	<p>For more information, please send an e-mail to this address: A30kyouikuin*mail2.adm.kyoto-u.ac.jp (please replace * with @).</p> <p>Note that the office will be closed from Saturday, August 11 to Sunday, August 19.</p>
Notes	<p>The materials will not be used for purposes other than selection.</p> <p>The materials will not be returned in principle. If you wish to have your books or the like returned, please make sure to enclose a stamped, self-addressed envelope with the materials.</p> <p>Kyoto University promotes equal opportunity in gender and strongly encourages applications from female candidates.</p>