

[This English translation is prepared from the official Japanese announcement. Please refer to the official Japanese version for clarifications.]

1 March 2021

To Whom It May Concern

USHIDA Chizuru  
Dean, Nanzan University Faculty of Foreign Studies

Notice of Position Available for Native or Near Native Speakers of English

The Department of British and American Studies, Faculty of Foreign Studies of Nanzan University announces the establishment of a search committee to fill one limited-term post for an ESL/EFL instructor.

Job Title : Assistant Professor

Number of Position: 1

Department : Faculty of Foreign Studies, Department of British and American Studies

Courses to be taught : Departmental English Courses

Area of Specialization : ESL/EFL

Starting Date of Appointment : 1 September 2021

Term : Two-year appointment (One renewal is possible, but the renewal term is limited to one year and seven months [until 31 March 2025])

Qualifications:

- (1) Candidates must be a native or near-native speaker of English.
- (2) Candidates must have completed a master's degree (MA), preferably in TESOL. If the MA is in a field other than TESOL, then an internationally recognized ESL/EFL certification is required. (E.g. Cambridge DELTA, Cambridge CELTA, etc.)
- (3) Candidates who have Japanese language ability sufficient to participate in daily administrative duties of regular faculty members are highly desirable and preferable.

(4) After appointment, the candidate must reside in an area easily accessible to Nanzan University Nagoya Campus.

Application Deadline: 9 April 2021 (Application and documents must be received by this date.)

Required Documents:

- (1) Curriculum vitae
- (2) List of research and teaching achievements (papers, books, and monographs, including the MA or PhD theses)
- (3) Abstract of each publication listed in (2) above. (Approximately 400 characters in Japanese or 200 words in English.)
- (4) Three recent major publications. (Off-prints or copies are acceptable. In the list of publications, please indicate these with a circle.)
- (5) Proof of the highest degree achieved. (Copy of a diploma is acceptable)
- (6) One letter of recommendation. (The relationship between the candidate and referee must be made clear in the reference. Please submit in a sealed envelope.)

Note : Candidates who pass the document screening will be invited to come to Nanzan University or online for an interview with a demonstration class. (Those invited for an interview will be required to bear their own travel expense.)

Application and accompanying documents should be submitted to:

Search Committee (ESL/EFL instructor)  
Department of British and American Studies  
Office of Faculty of Foreign Studies  
Nanzan University  
18 Yamazato-cho, Showa-ku  
Nagoya 466-8673 JAPAN

For further inquiries, please contact:

Office of Faculty of Foreign Studies  
E-mail: f-s@nanzan-u.ac.jp  
(Inquiries by phone are not accepted.)

Notes:

- (1) Please note that submitted documents such as off-prints and copies will not be returned. For books, if you prefer them to be returned, please enclose a return envelope with stamps to cover the postage.

(2) All personal information provided on the application will be handled with the utmost care in accordance with the University's privacy regulations. The information will not be used for any purpose other than screening candidates for the position.

(3) Candidates whose limited-term contract period with Nanzan School Corporation exceeds 5 consecutive years\* during their appointment are not eligible for the position.

\*Please note that a limited-term employment contract blank period of less than six calendar months is not considered a "blank period" when calculating for the five consecutive years.