

玉川大学教員募集要項

公募のURL	https://www.tamagawa.jp/introduction/person/university.html		
求人件名	ELF(English as a Lingua Franca) program full-time teaching position(Associate Professor or Assistant Professor) ※We consider Assistant Professor as equivalent to <i>Koushi</i> (講師)		
部署・学部・学科名	Center for English as a Lingua Franca		
募集期間	2024年9月30日	～	2024年10月31日 必着
	備考	When the position has been filled.	
採用人数	1名	備考	
採用日・着任日	採用日	2025年4月1日	着任日
			2025年4月1日
研究分野	大分類	Humanities & Social Sciences	
	小分類	Linguistics	
機関の説明	Tamagawa University is seeking a full-time faculty member(Associate Professor or Assistant Professor) for its ELF (English as a Lingua Franca) program.		
学部等URL	https://www.tamagawa.ac.jp/celf/		
勤務地	6-1-1 Tamagawa Gakuen, Machida, Tokyo 194-8610		
職種	Associate Professor		
	Assistant Professor		
雇用形態	full-time faculty	備考	Specialized work-type discretionary labor system is applied
契約期間	任期	Contractual Limitation Period: Only for Assistant Professor	※試用期間なし
	期間	5 years for Assistant Professor	
職務内容	Teaching ELF classes and assisting students' English learning. Developing courses and materials for our ELF program with other ELF faculty members and assisting with committee work to manage parts of the program such as teacher orientation and faculty development. Depending on the applicant's specialty, they may be assigned to teach Summer or Winter sessions and/or courses (esp. linguistics, language teaching) offered by the departments other than Center for English as a Lingua Franca.		
勤務時間	Specialized work-type discretionary labor system is applied in accordance with the Tamagawa Gakuen Regulations. While giving top priority to the university's class plans, major event schedules, and education/research, employees work at their own discretion. The deemed working hours under the discretionary work system are 6.5 hours per day. Basic number of hours: 10 sessions per week for each of the spring and fall semesters (50 min per class) 【Lunch】 In principle, 1 hour. 【Holidays】 Sundays, national holidays except when classes are scheduled on holidays, 8 days for summer vacation, 11 days for winter vacation		
賃金	Approximate annual salary ... [Associate Professor] 5 million yen～ 9 million yen [Assistant Professor] 4 million yen～ 8 million yen *The approximate annual salary shows the amount of total salary and bonuses. *Salary and bonuses are in accordance with Tamagawa University's regulations. *Various allowances are not included.		
待遇	【Salary increase】 Once a year in April 【Bonus】 Twice a year, in June and December 【Retirement allowance】 Paid in accordance with the Tamagawa Gakuen Retirement Allowance Regulations for employees who have worked for the company for at least one year. 【Transportation expense】 Actual expense to a maximum of 50,000 yen per month 【Retirement age】 31st March of the year that includes the day on which the employee reaches the age of 65.		

加入保険	Health Insurance / Employee Pension Insurance / Workers' Accident Compensation Insurance / Employment Insurance
待遇補足説明	The measures against second-hand smoking in your workplace : No smoking on the premises (smoking area is set outside of the building)
応募資格	<ol style="list-style-type: none"> 1. Minimum Qualification: Ph.D. in applied linguistics or related field or equivalent in research and teaching experience. 2. Understanding of the concepts of English as a Lingua Franca (ELF), World Englishes (WE), or English as an International Language (EIL). 3. Expert user of English with an ability to conduct ELF classes in English for students of various levels of proficiency. 4. Experience in teaching English at college level, preferably in Japan and/or to Japanese-speaking students. 5. Experience in learning a second/foreign language to advanced level preferred. 6. High proficiency in Japanese preferred.
応募書類	<ol style="list-style-type: none"> 1. A cover letter briefly outlining your teaching and research activities, experience in learning foreign language(s) and understanding of English as a Lingua Franca (ELF). Emphasis will be placed on the cover letter during the screening process. 2. CV (with photo) including a list of academic and educational activities including but not limited to publications, conference presentations, services to professional organizations, and VISA status. (The qualifications 1-6 above have to be outlined in the cover letter or in the C.V.) 3. A copy of three representative publications (offprints/photocopies possible). At least one has to be a refereed publication. 4. Two letters of reference (in English or Japanese)
応募書類の返却	All the application materials you have submitted to us will only be used for the present recruitment in accordance with our Privacy Protection Policy and will be discarded once the selection process has been completed.
応募書類の提出方法	<p>【For applications by mail, please send to】 Center for English as a Lingua Franca, Tamagawa University, Tamagawa University, 6-1-1 Tamagawa Gakuen, Machida, Tokyo 194-8610</p> <p>【For applications by e-mail】 Please send your application documents(応募書類) as a single PDF file in the order 1-4 above to the Tamagawa University ELF Center email address(below) with your name as the file name and “Tamagawa University ELF Center Full-time Faculty Application (Applicant's Name)” as the subject of the email. Please ensure that all documents submitted via email are password protected, and send the password in a separate email to maintain security and confidentiality.</p>
選考・結果通知	We may ask the candidates for additional materials if necessary. Successful candidates will be invited to an interview and/or demonstration of teaching. (Online interview may be conducted with applicants outside of Japan.) Applicants are responsible for transportation expenses for interviews. The result of your application will be conveyed by email. Application materials will not be returned.
応募の問い合わせ連絡先	Center for English as a Lingua Franca, Tamagawa University, Tokyo e-mail: celf_recruit@tamagawa.ac.jp
備考	The candidate who is selected is required to attend the orientation in March, 2025.