

2019 Job Posting for English Language Teacher Assistant Professor Position at
Hirosaki University

- 1) ***Title***: Full-time Assistant Professor
- 2) ***Institution***: Hirosaki University
- 3) ***Institution URL***: <https://www.hirosaki-u.ac.jp>
- 4) ***Department***: Center for Liberal Arts Development & Practices: Institute for the Promotion of Higher Education
- 5) ***Institution type***: National University
- 6) ***Public advertisement URL***: <https://www.hirosaki-u.ac.jp/28376.html>
- 7) ***Content of job information***:

[Outline of responsibilities]

- 1) Teaching general English courses in the Center for Liberal Arts Development & Practices. These are required courses for 1st year students and cover the four skills (Listening, Reading, Writing, and Speaking). Also, teaching English language classes that focus on English for Academic Purposes to 2nd and 3rd year students.
- 2) Managing the English Lounge (Self-Access English Learning Center), teaching weekly seminars there, playing an active role in supporting regular students as well as local citizens, and cooperating with the current group of teachers of the English Lounge.
- 3) Analyzing, designing, and developing English language classes in the liberal arts curriculum in order to improve overall language education at the university. This may include developing objective methods to evaluate students' abilities, analyzing the results of TOEIC and TOEFL tests, and proposing improved methods for teaching English at the university.
- 4) Taking part in administrative work and institutional projects as a teacher in the Center for Liberal Arts Development & Practices.

[Number of positions]

1

[Starting date]

April 1, 2020

- 8) ***Area***: Humanities; ***Research field***: Applied Linguistics (TESOL)
- 9) ***Job Type***: 1 full-time position at the assistant professor level
- 10) ***Employment status***: Full-time (Nontenured) – 5-year contract as an assistant professor. The contract may be extended based on performance and evaluation at the

end of the initial 5-year contract.

11) **Work location:** Tohoku district – Aomori

12) **Qualifications:**

- 1) Native speaker of English or person who has equivalent ability in English. Native English speaker applicants should have sufficient Japanese language proficiency to handle everyday administrative tasks.
- 2) Masters or higher academic degree in a humanities or social sciences field such as linguistics or language education.
- 3) A professional interest and patience in teaching English as a foreign language to Japanese university students and contributing to the English education of local citizens.

13) **Treatment:** Salary and other remuneration are handled in accordance with Hirosaki University Regulations.

(<https://www.hirosaki-u.ac.jp/reiki/act/frame/frame110000027.htm>)

14) **Application period:** Deadline: November 11, 2019 (Applications must arrive by 17:00)

15) **Application/selection/notification of result/contact details:**

[Application Materials (in English)]

- 1) CV with a recent photo (5x5cm, taken within six months). Must include E-mail address and current mailing address. Include website address, if any.
- 2) A list of research and teaching achievements (papers, books, and monographs, including Master or Doctoral theses).
- 3) Two recent major publications (off-prints or copies are acceptable. In the list of publications, please indicate these with a circle.) Include a short abstract (roughly 200 words) for each of these two publications.
- 4) Essay describing your past research and your future aspirations for research and education (roughly 500 words).
- 5) Applicants who have business experience should prepare relevant documents and attach them to the CV.
- 6) Proof of the highest degree achieved (official copy of diploma is acceptable).
- 7) A list and description of academic organization memberships and regional activities.
- 8) Contact details of two referees (include the referee's affiliation, position, phone number, e-mail address, and relationship to the applicant).
- 9) A list of previous research grants.

[Selection process]

1) Preliminary selection will be based on application documents. Short-listed candidates will be asked to come to Hirosaki University for an interview and presentation on their proposals to develop the English abilities of Japanese university students. You may be asked to submit all research achievements (copies or off-prints are not allowed). All travel expenses for the interview will be borne by the candidates.

2) All application materials 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.

3) In principle, application materials will not be returned. However, if the applicant wants the materials returned, please notify us in the application.

[Other]

1) Hirosaki University actively promotes a gender-equal workplace. For more information please refer to the Office for Promotion of Gender Equality (<http://www.equ.hirosaki-u.ac.jp/equality/>).

2) In October 2015, Hirosaki University established a new faculty organizational system called the “Institute of Education and Research.” Each faculty member belongs to an academic department within the “Institute of Education and Research” and as a full-time faculty member is expected to be engaged in education, research, and/or medical care for one of the faculties, graduate schools, and/or the university hospital. If deemed necessary by the university, a faculty member might be asked to take on additional educational or managerial duties in another academic department or to be in charge of teacher training. Should the faculty member be responsible for a certified teacher training course, s/he will belong to both the Division of Teacher Education and the Division of Humanities, Social Sciences, and Education.

3) Resume and academic achievement forms can be downloaded at the following (https://www.hirosaki-u.ac.jp/information/published/employment_information.html).

[Contact details]

Applications should be sent by registered mail with the following written in red on the outside of the envelope: "Application for English Teacher Position at The Center for Liberal Arts Development & Practices: Institute for the Promotion of Higher Education."

Applications should be sent to:

Director of the Center for Liberal Arts Development & Practices

Institute for the Promotion of Higher Education

Hirosaki University

1 Bunkyo-cho, Hirosaki City, Aomori, 036-8560

TEL: +81-172-39-3104

FAX: +81-172-34-6974

E-mail: jm3104@hirosaki-u.ac.jp

Student Academic Affairs Department

Hirosaki University