

Hiroshima University (HU) herewith makes an open international job offer and seeks to appoint Associate Professor with tenure; Associate Professor/Assistant Professor on Tenure Track System in the research area of English Teaching Method. This position is based on the

Date: June 20th, 2023  
November 6th, 2023: Partial revision  
July 10th, 2024: Partial revision

## Faculty Open Position(s)

### 1. Affiliation (Appointment)

Academy of Hiroshima University (Graduate School of Humanities and Social Sciences)

Division of Professional Development for Teachers and School Leaders  
Professional Development Program for Teachers and School Leaders

### 2. Work location

Higashi-Hiroshima Campus 1-1-1 Kagamiyama Higashi-Hiroshima City,  
Hiroshima

Other places of work designated by the University.

### 3. Position(s) and the number of opening(s)

Associate Professor or Assistant Professor, one (1)

(Depending on the result of the performance reviews of the applicant at the time of employment, he/she may be decided on any of the following titles: Associate Professor with tenure; Associate Professor/Assistant Professor on Tenure Track System)

### 4. Commencing date of employment

As early as possible after April, 2025

### 5. Terms of employment

Tenure-track position(s) Period of employment

- 7 years (in case that tenure-track Associate Professor gets promoted to tenured Associate Professor)
- 5 years (in case that tenure-track Assistant Professor gets promoted to tenured Associate Professor)

- (1) Tenure-track faculty members will undergo a tenure review at least six (6) months or more in advance of the expiration date of appointment, and those who have successfully passed the review process will be granted tenure along with promotion either to associate professor.
- (2) Granting a candidate for tenure is subject to two reviewing process: an intermediate

and final review. If a candidate is not granted tenure in final review, he/she will be dismissed from the university upon completion of the term of appointment.

- (3) If a candidate has taken a leave because of some life events such as delivering a baby, child-raising and caregiving, he/she may extend the term of appointment up to certain period according to the length of such leave.

## 6 Field of specialization

-English Teaching Method

## 7. Teaching responsibilities

- (1) Undergraduate level (general education courses): General Education Seminar. etc
- (2) Undergraduate level (discipline specific courses): Teaching Method of English for the Elementary School, English for the Elementary School, Research Methods in Elementary School Curriculum I, Research Methods in Elementary School Curriculum II, Curriculum Development for the Elementary School(omnibus), Practical Seminar for the Teaching Profession(omnibus), Curriculum and Teaching, Curriculum and Research, Graduation Thesis, etc.
- (3) Graduate level (master's programs): Lesson Development of Global Mind(omnibus), Lesson Development and practice of Subject Cross-cutting ability development(omnibus), Educational Research and Practice abroad, Action Research Seminar on Teaching Practice I, Action Research Seminar on Teaching Practice II, Action Research Seminar on Teaching Practice III, Action Research Seminar on Teaching Practice IV, Action Research Practicum in Teaching Practice I, Action Research Practicum in Teaching Practice II, Action Research Practicum in Teaching Practice III, Action Research Practicum in Teaching Practice IV, Lesson Development and Evaluation (Fundamentals), Lesson Development and Evaluation (Application), Lesson Development and Evaluation (Expansion), Lesson Development and Evaluation (Development),etc.
- (4) Graduate level (doctoral programs): Special Study, etc.
- (5) In addition to the courses listed above, he or she may be asked to teach other general education courses and/or discipline specific courses in other department(s) and graduate school(s).

## 8. Qualifications

Applicants must satisfy all of the following requirements:

- (1) Hold a doctorate or an equivalent degree by the time the appointment begins  
\*In the case of an assistant professor, a doctorate is not required. However, as a criterion for granting tenure in the tenure examination, it is essential to hold a

doctorate.

- (2) Be able to supervise master's and doctoral students in preparation of doctoral dissertations
- (3) Be able to teach classes and supervise students in English
- (4) Be able to teach classes, supervise students and duties on campus in Japanese
- (5) Have publications about subjects in charge (It is desirable to have practical publications about English Teaching Method)

#### 9. Application materials required

- (1) Resume (\*Use the attached electronic file: Form1.)
- (2) List of research achievements \*Use the attached electronic file: Form2.
- (3) Five major publications or presentations (Reprints, photocopies, or books)
- (4) Major educational activities and teaching experience
- (5) Major social contributions
- (6) Major activities in university/institutional management and administration
- (7) Statement of intent (Please describe your interests in teaching and research as well as your mid- to long-term research plan in approximately 1,000-1,500 words, should you take this position.)

#### 10. Application deadline

All application materials must reach us by 5:00pm on Friday, September 20, 2024(Japan time).

#### 11. Please send all application documents to the following mail address

To Professor OSEDO, Kazuki

Graduate School of Humanities and Social Sciences, Hiroshima University

E-mail: kazukio@hiroshima-u.ac.jp

Please save the files in a cloud system such as Dropbox, Google Drive, OneDrive, etc. Then, send an email indicating the link in the body of the document.

\* The e-mail title must be "Application documents for faculty open position in the Graduate School of Humanities and Social Sciences (English Teaching Method)".

\* If you do not receive a receipt mail by one week after the application deadline, please contact to Prof. OSEDO.

#### 12. Selection procedure

- (1) Selection will be made based on all application documents submitted.
- (2) Interviews will be conducted as needed. As a general rule, we will conduct

simulated lessons in English. In such cases, please note that travel expenses will be the responsibility of the applicant. Applicants who pass the initial document review will be informed of interview date, time and format.

- (3) Hiroshima University promotes a gender-equal society in accordance with the legislative intent of the Basic Law for a Gender-Equal Society.

### 13. Employment status

- (1) If you are agreeable to the application of the Discretionary Labor System for Professional Work, you are deemed to work for 7 hours and 45 minutes a day. If not, working hours are from 8:30 to 17:00 (from Monday to Friday) and break time is from 12:00 to 12:45.
- (2) Workdays are from Monday to Friday (excluding public holidays) in principle.
- (3) Holidays are Saturdays, Sundays and public holidays in principle.

### 14. Salary, etc.

- (1) The annual salary system (II) which enforced in October 2021 will be applied to the successful candidates.
- (2) Successful candidates may be reimbursed for travel expenses incurred for the trip from their home or former place of work to the new place of work to assume their post in accordance with the relevant regulations of Hiroshima University. For more information, please contact us.

Hiroshima University has introduced a system whereby researchers' personnel expenses are paid out of direct expenses such as competitive research grants and joint research grants, and the obtained research financial resources can be used to improve the treatment of researchers themselves (additional Salary) and to improve the research environment.

### 15. Evaluation

We conduct individual performance evaluations for all Hiroshima University faculty members after their employment, numerically rate their performance, and salary and benefits are commensurate with performance indicators.

### 16. Employer

Hiroshima University

### 17. Miscellaneous

- (1) Probationary employment period: six (6) months
- (2) Personal information obtained from application documents will not be used or

provided to any third party for purposes other than the necessary procedures related to personnel affairs, salary, and welfare. Application documents of applicants whom we have decided not to employ will be discarded in an appropriate manner, after the completion of relevant selection processes.

- (3) The retirement age is 65 years old.
- (4) All the faculty members of Hiroshima University belong to the "Academy", which is the single university-wide faculty organization, and each faculty as a member of the Academy of the University is appointed to educational and/or research organizations such as an individual undergraduate school, graduate school, research center and institute.
- (5) Faculty members may also be assigned to teaching and/or research activities in other organizations of Hiroshima University and university-wide projects.
- (6) For each specialized field of faculty, Hiroshima University has defined Minimum standards for hiring new faculty ("the minimum standards"). We use the minimum standards for the initial screening process of the applicants, and only those who have cleared the minimum standards will qualify as the candidates for the post concerned. The minimum standards used for this international job offer can be viewed by clicking the following URL link.  
<https://www.hiroshima-u.ac.jp/en/employment/kyoinkobo/>
- (7) HU provides other employment information (research job, desk job and etc.). If your spouse wishes to work for HU, please refer to the following URL link.  
employment information: <https://www.hiroshima-u.ac.jp/en/employment/>
- (8) Hiroshima University has been entirely smoke-free from January 2020.

## 18. Contact

OSEDO Kazuki

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