

ANNOUNCEMENT OF FULL-TIME TEACHING POSITION (SOCIOLOGY)

The Faculty of Liberal Arts, Department of International and Cultural Studies at Tsuda University is seeking qualified applicants for the following position:

1. Department: International and Cultural Studies (国際関係学科)
2. Position: Full-time lecturer (専任講師) or associate professor (准教授)
3. Number of Positions Available: One
4. Requirements:
 - (1) Field: Sociology, with a research focus on contemporary Japanese society and specializing in social issues related to minorities such as gender, sexuality, ethnicity, disability, and poverty.
 - (2) Main Teaching Responsibilities: Around 6 classes (*koma*) a week, comprising lectures (including 「社会学」 or other related lectures in Japanese), and seminars (including thesis supervision).
 - (3) Academic Qualifications: Ph.D. (completed or to be completed by April 1st, 2025)
 - (4) Other Responsibilities: While demonstrating an understanding of the university's founding principles, contribute to education and research as well as perform administrative duties both inside and outside the university, such as entrance exam related work.
 - (5) Graduate School: Supervision of graduates in areas related to the candidate's specialty may also be required.
 - (6) Language of Instruction: Principally in Japanese, but the successful candidate should also be able to give a class or classes in English if required.
 - (7) Nationality: Persons of any nationality are encouraged to apply, but applicants should have Japanese ability sufficient to function in a Japanese university environment.
5. Starting Date (expected): April 1st, 2025
6. Application Materials and Method

Using the google form (<https://forms.gle/LQJEsqbx2tkzgxaA>), fill out the required information in Japanese, including the name and contact details of one referee, and

attach the materials listed below in PDF format:

- (1) Curriculum Vitae in Japanese (including details of classes taught to date). No fixed format.
- (2) List of all academic publications (研究業績表) including M.A. and Ph.D. Please mark three major publications.
- (3) Three major publications (主要業績).
 - * For those publications, such as books, that cannot be attached as a PDF in the Google Form, please send the original or a copy separately by post (see 7 below).
- (4) Summary in Japanese of the three major publications (around 400 characters each).

* Additional Materials may be requested following the initial screening

7. Postal address for materials that cannot be sent via the Google Form

〒187-8577 東京都小平市津田町 2-1-1 津田塾大学学芸学部国際関係学科
主任 葛西弘隆宛

* Please write 「教員応募書類（社会学）」 clearly on the front of the envelope and send by registered mail or Letter Pack.

8. Application Deadline: April 5th, 2024 (4pm) (materials sent by post should arrive no later than this date).

9. Selection Schedule

First Stage: After initial screening of the application materials, short-listed candidates will be contacted around the middle of May.

Second Stage: Those who pass the first stage will be invited to interview and give a lecture to take place on June 1st, 2024 (tentative).

* In principle, interviews/lectures will take place at Kodaira Campus (though there is a possibility they could take place online if conditions dictate). Candidates will not be reimbursed for travel expenses.

10. Working Conditions and Benefits

Working Hours: Estimated at 7 hours a day, under the category of Discretionary Labor System for Professional Work (専門業務型裁量労働).

Salary: Based on the salary of national civil servants (国家公務員).

Days Off: Saturdays, Sundays, Public Holidays, and Days Designated by the University. However, employees may be required to work on holidays for classes and other reasons.

Retirement Age: 68

Insurance: Employees will be enrolled in the Japan Private Schools Promotion and Mutual Aid Association (日本私立学校振興・共済事業団), as well as employment insurance and workers' accident compensation insurance.

11. Enquiries

Tsuda University, Faculty of Liberal Arts, Department of International and Cultural Studies Office: E-mail: ps2023@tsuda.ac.jp

* Please write 「社会学公募について」 clearly in the subject line.

12. Miscellaneous

- (1) Personal information will be treated confidentially in accordance with the University's regulations on personal data protection, and will not be used for any purpose other than selection of personnel.
- (2) Tsuda University is an equal opportunities employer with a policy of promoting internationalization and diversity and does not discriminate in any way on the basis of nationality, gender, faith, or disability in the process of recruitment or promotion of teachers.