

## Call for Associate Lecturer

The College of Liberal Arts, Department of International and Cultural Studies, at Tsuda University invites applications for an Associate Lecturer (*jokyō*, untenured) position, as outlined below:

1. **Department** : Department of International and Cultural Studies
2. **Position** : Full-time Associate Lecturer (*jokyō*).
3. **Number of Positions Available** : One (1)
4. **Employment Period** : April 1<sup>st</sup>, 2027~March 31<sup>st</sup>, 2029 (2years)
5. **Place of Work** : Kodaira Campus, 2-1-1 Tsuda-machi, Kodaira-shi, Tokyo, 187-8577
6. **Employment Conditions** : Determined in accordance with the university regulations.

### 7. Requirements:

- (1) Ph.D. (completed or to be completed by April 1st, 2027) or research achievements equivalent to a doctoral degree.
- (2) University teaching experience desirable.
- (3) Ability to conduct lectures and provide instruction in English preferred.
- (4) Persons of any nationality are encouraged to apply, but applicants should have Japanese proficiency sufficient to function in a Japanese university environment.
- (5) While demonstrating an understanding of the university's founding principles, contribute to educational and research activities.

### 8. Job Duties:

- (1) Teaching introductory seminar for second-year students.  
\* Focusing on reading and understanding academic texts written in English.  
(One 90-minute class period per week, full-year)
- (2) Duties related to undergraduate education other than teaching.  
(e.g., student consultations for 90 minutes per week)
- (3) Duties related to internal and entrance examinations.
- (4) Tasks related to the operations of the Research Institute of International and Cultural Studies.
- (5) Support for the Graduate School of International and Cultural Studies (cooperation may be requested as needed).

### 9. Application Materials and Method:

Using the Google Form (<https://forms.gle/WZbZ9aXYczwXA8uf9>), 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.  
Please mark three major publications. No fixed format.
- (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 10 below).
- (4) Summary in Japanese of the three major publications (around 400 characters each).
- (5) Reason for applying in Japanese (A4 size, around 1,000 characters). No fixed format.  
\* Additional Materials may be requested following the initial screening

**10. 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 中井博康宛

\* Please write 「教員応募書類（助教）」 clearly on the front of the envelope and send by registered mail or Letter Pack Plus. Application materials will not be returned.

**11. Application Deadline:** July 15<sup>th</sup>, 2026 (4pm) (materials sent by post should arrive no later than this date).

**12. Selection Schedule:**

**First Stage** : After initial screening of the application materials, short-listed candidates will be contacted by the end of August 2026.

**Second Stage** : Those who pass the first stage will be invited to interview to take place on September 2<sup>nd</sup>, 2026 (tentative).

\* In principle, the Second Stage will be held at the Kodaira Campus, though it may be conducted online depending on the situation. Travel expenses for interviews will not be reimbursed.

**13. Enquiries:**

Tsuda University, office of the College of Liberal Arts, Department of International and Cultural Studies: E-mail: [ickoubo2027@tsuda.ac.jp](mailto:ickoubo2027@tsuda.ac.jp)

**14. Miscellaneous:**

(1) All 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 opportunity employer committed to internationalization and diversity. We do not discriminate on the basis of nationality, gender, religion, or disability in the recruitment or promotion of faculty.