Akita International University (AIU), located in Akita, Japan, is currently seeking a qualified applicant for the position of Executive Director of our English for Academic Purposes (EAP) program. AIU is searching for a vibrant candidate with a passion for, and record of achievement in, classroom teaching, academic leadership and research.

AIU opened in 2004 as the first public ‘university corporation’ in Japan and, in recent years, it has been receiving growing attention from leading companies, other higher educational institutions and the mass media, for its unique education policy. The University is committed to the provision of a full international liberal arts curriculum and all the undergraduate teaching is conducted entirely in English (with the exception of the Japanese language program). All students are also required to spend a minimum of one year studying abroad at one of our 150+ overseas exchange partners. Currently there are about 800 Japan-based undergraduate students and 200 short-term international exchange students from all over the world enrolled in the university. There are also 60 Japanese and international students enrolled in the professional graduate school. For more information please refer to http://www.aiu.ac.jp.

English courses clearly play a fundamental role in the students’ education at AIU from their freshman year until they graduate. All incoming freshmen (with the exception of a few native/near-native students who have received a significant portion of their prior education in English) take preparatory academic courses in speaking, reading, writing and listening, and stay in the intensive English for Academic Purposes (EAP) program until they have sufficient mastery of the language to move on to take various liberal arts courses in the Basic Education program. And, even after completing the EAP program, students are required to take Academic Reading across Disciplines as well as Composition I and Composition II – Introduction to Research Writing. Other undergraduate English courses available for students at AIU include Speech Communication, Introduction to English Studies, English Literature, Sociolinguistics, Linguistics, and Applied Linguistics.

AIU is looking for a qualified candidate to direct this program at the full-professor level. To this end, it welcomes applications from candidates who ideally have an earned doctorate in a relevant field, e.g., SLA, TESOL, linguistics, applied Linguistics or literacy studies. At the same time, candidates will need to demonstrate a track record of internationally acknowledged research achievements and an aptitude for, and considerable experience of, academic leadership/management.

As with all our positions, the initial appointment will be for a 3 year period, with renewal subject to mutual agreement. Salary is competitive, commensurate with qualifications and experience.
QUALIFICATIONS for the position:

- An earned doctorate in SLA, TESOL, linguistics, Applied Linguistics or literacy studies.
- A record of excellent teaching at the tertiary level in EFL or ESL programs and skills in using modern teaching technology.
- Experience of academic management at the Higher Education level.
- A track record of academic presentations, publication and grant capture.
- Excellent oral, written, and interpersonal communication skills.
- Prior experience of living or working in a multi-cultural environment, and knowledge of Japanese language and/or culture are desirable.

RESPONSIBILITIES

- Manage the EAP Program.
- Provide leadership for the strategic direction of English language teaching at AIU.
- Develop productive working relationships with current EAP faculty leadership teams, university administrative staff and management.
- Coordinate human resource management and professional development of all English faculty.
- Maintain confidential records and assessments for faculty, including faculty members' yearly evaluation reports.
- Engage in scholarly activity at an international level.
- Participate in service to the University, program and community.

This APPOINTMENT will be made at the full Professor level. The appointment begins on September 1, 2013 with a three-year renewable contract. AIU offers an attractive salary package, which includes full benefits, generous research assistance, and a housing subsidy.

APPLICATION PROCEDURES:
Qualified applicants should submit the following documents by no later than May 10, 2013 to the address below. Email submissions are acceptable.

1. A letter of application,
2. Curriculum Vitae,
3. A statement of teaching philosophy,
4. A brief description of research interests,
5. Contact information for three current references,
6. Unofficial transcripts of all graduate school coursework.
After screening, some candidates may be contacted via Skype. Short-listed candidates will be invited to AIU to give a class demonstration lesson and interview. AIU will make travel arrangements and cover all travel expenses.

English Faculty Search Committee  
c/o Division of Academic Affairs  
Akita International University  
Yuwa, Akita-city 010-1292 JAPAN  
Email: f-search@aiu.ac.jp  
Web: http://www.aiu.ac.jp

Please be advised that we will not return your application documents and those documents will be used for selecting a qualified candidate only.