Full-time (Tenured) Associate Professor or Lecturer: English language teaching position
Meiji University
School of Information and Communication
Private University

1. Rank: Full-time (Tenured) Associate Professor or Lecturer: English language teaching position
2. Classes to teach
   Speaking, Listening, Reading & Writing, English Seminar, English Communication
3. Qualifications:
   1. The candidate must possess a graduate degree in English Linguistics or related field, or equivalent qualification.
   2. The candidate must have experience in teaching English language subjects at university or junior college level.
   3. The candidate must be an L1 speaker of English, or have a similar level of proficiency.
   4. The candidate must have a level of Japanese proficiency adequate for administrative and educational duties at Meiji University.
   5. The candidate must be willing to participate in education, research, and administration, including entrance examinations and faculty meetings.
   6. The candidate must have published scholarly works and attained other academic achievements.
   7. The candidate must be committed to the teaching of the four English skills: speaking, listening, reading, and writing. A commitment to teaching academic writing and presentation is also necessary.
   8. The candidate must have produced the following:
   For Associate Professor applicants: 8 or more academic articles or books (at least 2 of which are refereed).
   For Lecturer applicants: 3 or more academic articles or books (at least 1 of which is refereed).
   * Some of the above should be in the area of the Social Sciences.
4. Starting date: April 1st, 2017
5. Selection process:
   1. The forms for the following required documents for an initial screening are

available

http://www.meiji.ac.jp/infocom/information/2016/6t5h7p00000lcyft-att/6t5h7p00000lcyi6.pdf

(a) Resume with photograph (Download and use the prescribed form)

(b) Professional experience (Download and use the prescribed form)

(c) An essay of approximately 500 words setting out your future research plans in the field of Information and Communication Studies.

(d) An essay of approximately 500 words on the design for the courses to be taught.

(e) For Associate Professor applicants: 5 academic articles or books (at least 2 of which are refereed).

For Lecturer applicants: 3 academic articles or books (at least 1 of which is refereed).

＊An academic work which is equivalent to the academic books or refereed articles may be evaluated in some cases.

(f) Two signed letters of recommendation in sealed envelopes

2. Those who pass the initial screening will be notified in the middle of July.

3. For selected candidates, the final screening is scheduled for August 1st, 2016. This

will involve a trial lesson on English education and an academic presentation by the candidate, followed by an interview during which candidates will be required to provide a copy of their diploma(s).

*Travel expenses for the interview will be reimbursed up to a maximum of 200,000 Japanese yen.

4. Deadline for application: 5 p.m. June 21st, 2016 (Japan time)

5. Mailing address:

School of Information and Communication Office

1-1 Kanda-Surugadai, Chiyoda-ku, Tokyo 101-8301, JAPAN

* Write in red on the envelope: "Application Documents: English (Tenured)." Send by registered mail.

* Submitted documents will not be returned. If the candidates wish to have them returned, they must include a self-addressed envelope with sufficient stamps to cover the cost of registered mail.

6. Contact details:

FAX:+81-3-3296-4351

E-mail:infocom@mics.meiji.ac.j

* For further inquiries, please use e-mail or fax and make sure to include the following wording: "Full-time (Tenured) : English." Include your name, contact address, phone number, fax number and e-mail address. Inquiries by telephone will not be accepted.