

Job Announcement for Assistant Professor in Global Governance

School of International Studies, Utsunomiya University

1. Position Available

1 Tenure-track Assistant Professor

2. Research Area

Global Governance

3. Job description: Main courses and other responsibilities

(1) School of International Studies

Core Subjects for Multicultural Societies C (Global Civil Society)¹

Theory of Global Governance

Seminar on Global Governance

International Career Seminar^{1,2}

International Communication Seminar^{1,2}

Academic English Writing

(1. Course for all schools 2. Intensive Course by a team of teachers)

(2) Liberal and General Education

Advanced English I

(3) Research and activities related to multi-cultural societies

(4) Contribution to local community and administrative work for School

4. Employment status

Full-time (5-year fixed-term contract)

The term of the contract is for five years. His/her performances will be reviewed for him/her to get tenure. Salary and benefits are based on the Utsunomiya University Rules on Conditions of Employment. See below.

http://education.joureikun.jp/utsunomiya_univ/ (in Japanese)

5. Starting date

March 1, 2022

6. Qualifications

- (1) Publications (or work experiences) related to the research area
- (2) Ability to teach subjects in English
- (3) Native English speaker or equivalent
- (4) Any nationality with Japanese competence required in doing work
- (5) Ability to teach at a graduate level
- (6) Doctoral degree (preferred)

7. Compensation

- (1) Salary: In accordance with the Utsunomiya University Annual Salary Regulations. Examples of annual salary (including regional allowance):
 - A person with a master's degree (24 years old or above): 4,253,000 yen minimum
 - A person with a doctoral degree (27 years old or above): 5,096,000 yen minimum*Salary will be determined in consideration for experiences and career
*Allowances are available in accordance with the above-mentioned university regulations
- (2) Working pattern: The Discretionary Labor System for Professional Work will be applied (7 hours and 45 minutes per day).
- (3) Holidays: Saturdays, Sundays, National Holidays, New Year's holidays (From 29 December to 3 January), Days appointed by the president
- (4) Leave: Paid leave system, Special leave system, etc.
- (5) Insurance: Mutual Aid Association of the Ministry of Education, Employment insurance system
- (6) Probation period: Not applicable (performance to be reviewed for tenure)
- (7) Employer: Utsunomiya University
- (8) Working location: Mine Campus, Utsunomiya University

8. Application Documents

*For (1) and (2), University official forms available online should be used.

<https://www.utsunomiya-u.ac.jp/outline/saiyojyoho.php>

- (1) CV

CV must be signed. It must also be sealed if it is sent by mail.

- (2) List of research achievements

-Publications should be categorized in 'Books', 'Articles', 'Presentations', and 'Miscellaneous'.

-Activities should be categorized in 'Academic-society activities', 'Social activities', and

- 'Miscellaneous'.
-Research grants
-Teaching experiences
- (3) An essay on education policy, and another essay on research policy (about 500 words in English)
- (4) Syllabus. Descriptions of the course "Theory of Global Governance" (about 500 words in English) and its syllabus
Current syllabus is available on (currently in Japanese)
http://gakumu.km.utsunomiya-u.ac.jp/syllabusHtml/utsunomiya_syllabus/2021/1B/data/2021_K170557.html
- (5) Research proposal (about 500 words in English)
- (6) Certificate of doctoral degree or a letter of expected degree (Photocopy available)
- (7) 3 publications (off-prints or photocopies available)
- (8) Contact information for 2 references (with name, position title, affiliation, telephone number, email address and relationship to the applicant)

9. Application Deadline

Application documents must arrive by 5pm, Friday, November 12, 2021.

10. Application Address

Application documents must be sent either by mail or by email.

- (1) By mail

Professor Makoto Nakamura

Dean of the School of International Studies

350 Mine-machi, Utsunomiya, Tochigi, 321-8505, JAPAN

(Documents should be sent by registered mail.)

- (2) By email

Office of School of International Studies at Utsunomiya University

Email: koksomu@miya.jm.utsunomiya-u.ac.jp

Application documents must be converted to PDF files and attached to the email.

11. Screening Process

After the document screening, selected candidates will be invited for an interview including a mock lecture session, which will be held sometime during the week from November 29 to December 10, 2021. (Candidates are responsible for their own travel expenses. Inquiry regarding

the screening results will not be accepted.) Basically, a face-to-face interview will be conducted, but it can be conducted online just in case.

12. Policy for protecting personal information

- (1) All personal information about applicants is not utilized for any other purpose or disclosed to any third party.
- (2) Application documents will not be returned to applicants.

13. Additional notes

Along the Basic Act for Gender Equal Society, Utsunomiya University promotes women's social advancement and cordially welcomes female applicants. We also support employees' work-life balance.

14. Prevention from passive smoking

Utsunomiya University campuses are completely non-smoking.

15. Links related to the university rules and regulations on tenure-track, salary and employment (in Japanese)

https://education.joureikun.jp/utsunomiya_univ/act/frame/frame110000136.htm

https://education.joureikun.jp/utsunomiya_univ/act/frame/frame110000137.htm

https://education.joureikun.jp/utsunomiya_univ/act/frame/frame110000036.htm

https://education.joureikun.jp/utsunomiya_univ/act/frame/frame110000026.htm

http://education.joureikun.jp/utsunomiya_univ/

This announcement is also available on

<http://www.utsunomiya-u.ac.jp/outline/saiyo.php>

16. Inquiries

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