

**Faculty Position at the Center for Open Education,
College of Cross-Cultural and Multidisciplinary Studies,
Kumamoto University**

1. Position

Professor, Associate Professor or Lecturer

2. Number of Positions

One (1)

3. Responsibilities

- (1) Supervising management and operation of the Center for Open Education
- (2) Supporting management, planning and teaching activities concerning the “Kumamoto University Global Youth Campus” program
 - Planning and management concerning secondary and higher education linkage, which is focused on junior and senior high school students
 - Supporting Japanese students to participate in study abroad programs, and promoting international student exchange programs
 - Planning and management of educational support towards the foreign residential population with the purpose of fostering multicultural coexistence
- (3) Teaching general education courses in English
- (4) Performing duties concerning the Global Leader Course
- (5) Performing any other duties necessary for fulfilling the objectives of the College of Cross-Cultural and Multidisciplinary Studies and the Office of Global Affairs

4. Required Qualifications

- (1) Master’s degree or higher or equivalent academic and professional achievement
- (2) Enthusiasm for student teaching and mentoring
- (3) Teaching experience in English at a university or equivalent institution of higher education
- (4) Knowledge and understanding of Kumamoto University’s globalization strategy and ability to work enthusiastically and harmoniously with colleagues and staff
- (5) Knowledge and experience concerning secondary and higher education linkage
- (6) Ability to carry out necessary duties in the College of Cross-Cultural and

Multidisciplinary Studies and the Office of Global Affairs

- (7) Proficiency in Japanese and English for daily communication and administrative purposes
- (8) Relocation to or residence in Kumamoto city or its outskirts

5. Term of Employment

Five years. Reapplications are accepted on a once-only basis and are subject to assessment.

6. Start of Appointment

May 1, 2017 or the earliest possible date after May 1, 2017

7. Application Documents

- (1) Curriculum vitae (Form 1)

Specify if there were any periods of time you were on maternity leave or were engaged in or devoted to child/family care or nursing, which you wish to be taken into account.

- (2) List of publications and accomplishments (Form 2)
- (3) Motivation and statement (Form 3)
- (4) Offprints or photocopies of 2 selected publications or any publications/materials to demonstrate educational and professional achievement
- (5) A list of two references with the referrers' names, current affiliations and positions, and contact information (office phone and e-mail addresses) included

The required application forms 1-3 can be downloaded online at:

<http://www.c3.kumamoto-u.ac.jp/en/college/recruit/>

Application materials will not be returned and will not be used for any purposes other than the selection, according to the Protection Act of Personal Information. The application materials including personal information will be discarded properly upon the completion of Faculty selection.

8. Screening Process

- (1) The 1st round of selection: Documentary review
- (2) The 2nd round of selection: Interview scheduled in February 2017

Candidates selected for an interview will be contacted via E-mail or phone call individually to inform them of the date and details of the interview. Any costs related to the interview such as transportation and accommodation expenses will not be reimbursed by Kumamoto

University.

9. Submission of Application

Application documents should be sent by registered mail to:

Director
College of Cross-Cultural and Multidisciplinary Studies
Kumamoto University
2-40-1 Kurokami, Chuo-ku, Kumamoto 860-8555
JAPAN

Note: On the front of the envelope/parcel, please write in red “FACULTY APPLICATION DOCUMENTS FOR SGU-C3-7”.

10. Deadline of application

Application materials must be received by 17:00 (Tokyo Time) on Monday December 26, 2016.

11. Inquiry

All inquiries via phone call or in writing should be directed to:

International Affairs Division
Kumamoto University
Phone: +81-96-342-2131 (dial-in) or +81-96-342-2109
E-mail: kusgu-j@jimu.kumamoto-u.ac.jp

Note: It is not possible to inquire about the outcome of the application by telephone.

12. Additional information

- (1) A mandatory retirement is set at the age of 65 in accordance with the regulations of employment at Kumamoto University.
- (2) Kumamoto University is committed to enhancing the diversity of its faculty and promoting Gender-Equal Opportunity on campus. All qualified applicants will receive consideration for employment in accordance with the Basic Act for Gender Equal Society of Japan. For details, please see our policy at:
<http://gender.kumamoto-u.ac.jp/>