

The Institute of Art and Design is pleased to announce the recruitment for an associate professor, or assistant professor as follows. Your application or recommendation of suitable candidates will be appreciated.

Vacancy Announcement

1. Position title: Associate Professor or Assistant Professor
2. Number of position: One
3. Research field: Art, Design, and Heritage Studies
4. Content of work:
 - “Basic Seminar: English A(*)”, “Basic Seminar: English B(*)”, “Basic Seminar: English C(*)” and “English for Specialized Subjects” at the School of Art and Design
 - (*) The subject name may change.
5. Start of employment: September 1, 2024
6. Term of employment: Three years (September 1, 2024~August 31, 2027)
Term of employment may be renewed until March 31, 2029.
Renewal shall be determined based on the following.
 - Result of screening by the departmental committee
 - Research performance, job performance and attitude of the employee
 - Amount of work at the end of the appointment term
 - Progress of work the employee is involved in
 - Budget
7. Probation period 6 months
8. Job Description In addition to teaching courses listed above, the candidate will be responsible for education and research on art, design, and heritage studies, at the Institute of Art and Design, the University of Tsukuba. (In principle, there will be no change in the job description during the period of employment.)
9. Work place The Institute of Art and Design (Tennodai 1-1-1, Tsukuba City, Ibaraki, Japan)
Please note that smoking is generally prohibited on the University of Tsukuba campus.
(In principle, there will be no change in the work place during the period of employment.)
10. Qualifications:
 - 1) Doctoral Degree or Ph.D., or the candidate scheduled to acquire it by the start of employment
 - 2) Outstanding experience and ability in ‘Content of work’, listed above
 - 3) Persons with Japanese proficiency
 - 4) Native or equivalent speaker of English
11. Compensation:

Salary: Annual Salary

Working conditions will be determined according to the university regulations.

Work hours: Fixed working Days/ hours Monday-Friday 8:30-17:15 or variable working hours system.

If the employee agrees to the Discretionary Labor System for Professional Work, Days on which employees engaged in work are considered to have been worked 7 hours and 45 minutes a day, in principle.

Days-off: Sundays, Saturdays, National holidays, and Dec. 29 through Jan. 3

Overtime: Overtime may be ordered as needed.

Vacation: Annual paid vacation is available. Vacation and other leave systems are in accordance with the university's employment regulations.

Other: Participation in National Public Service Mutual Aid Employment insurance available
12. Required documents:

- 1) Curriculum vitae (*)
- 2) Summary of five significant publications or articles (*)
- 3) List of educational and professional activities (*)
- 4) Brief statement on the plans for education and research (*)
- 5) List of all publications and articles
- 6) Self-Declaration on Specific Categories Form (*)
- 7) Name and contact address of two persons whom the academic ability of the applicant could be inquired
- 8) Consent to Processing and Extraterritorial Transfer of Personal Data under GDPR (EU General Data Protection Regulation)
(Persons located in the countries that make up the European Economic Area or in the United Kingdom of Great Britain and Northern Ireland submit the consent form).

(*) Applicants are asked to contact the university office below to get the document forms required for 1) to 4), 6), 8) and the sample for 5). Please attach the materials which confirm 2), e.g. off-prints. The materials will be returned.

13. Closing date: Applications must arrive no later than May 22, 2024

14. Selection process:

First screening will be done by application documents.

Applicants may have a teaching demonstration, and an an interview as may be necessary.

Applicants are expected to cover their own travel expenses.

15. Contact: Professor Koyama Shinichi

E-mail: skoyama@geijutsu.tsukuba.ac.jp Tel.: +81 (0)29-853-2853

16. Where to send application documents:

General Affairs, Academic Service Office for the Art and Sport Science Area,

University of Tsukuba, 1-1-1 Tennodai, Tsukuba, Ibaraki 305-8574, Japan

E-mail: tg-recruit@un.tsukuba.ac.jp Tel.: +81 (0)29-853-2573

(*) Application should be submitted by registered mail, EMS or international courier services. Please write "Application for English-language education" in red on the cover.

(*)The information will not be used for any purpose other than selection and recruitment.

(*)Online Submission with all application documents is available via the JREC-In Portal website.

17. Additional information:

The University of Tsukuba selects personnel in accordance with the spirit of the "Basic Law for a Gender-Equal Society" and the principles and policies of the "University of Tsukuba Basic Principles and Basic Plan for Diversity". In addition, The University of Tsukuba has established "University of Tsukuba Security Export Control Regulations" based on "Foreign Exchange and Foreign Trade Act", and conduct strict examination when employing foreign nationals, persons from foreign universities, companies, government agencies, etc., or persons who fall under a specific category.