

**Announcement of Faculty Position
Institute of Liberal Arts and Science,
Kanazawa University**

The Institute of Liberal Arts and Science, Kanazawa University invites applications for a faculty position teaching English language classes and English Academic Literacy classes as professor or associate professor.

1. **Open Position:** One position (professor or associate professor) (5 year limited-term position. There is a possibility of a contract renewal as a tenured faculty member. See 13 for details.)

2. **Affiliation:** Faculty of Foreign Language Studies, Institute of Liberal Arts and Science

3. **Main Duties:**

- 1) Carrying out duties of the Interfaculty Institute for Future Education* and its missions.
- 2) Designing/Planning and coordinating English academic literacy courses for intermediate/advanced students † .
- 3) Teaching English language classes in the liberal arts curriculum and English academic literacy classes (four to six 90-minute classes per week).
- 4) Conducting joint research on foreign language education and on teaching materials development for English language courses.
- 5) Teaching introductory courses for General Education students, and engaging in other educational activities for General Education students (including being a counselor or advisor.)
- 6) Taking part in faculty/institutional projects.
- 7) Undertaking other duties as designated by the head of the faculty.

*Kanazawa University established the Interfaculty Institute for Future Education in 2022. The mission of the Institute is to foster responsible individuals playing a pivotal role in their fields, who are respected as “Kanazawa University Alumni.”

† The successful candidate will design and coordinate new English academic literacy courses for motivated intermediate/advanced level learners who have completed English for Academic Purposes courses provided by the Institute for Liberal Arts and Science. The new academic literacy courses will be offered from 2024 by the Interfaculty Institute for Future Education.

4. **Academic Fields:**

Academic literacy education (CLIL, CBI, etc.)

Specific research area may include:

Linguistics, Literature, Cultural Studies, or related areas.

Science communication, Scientific and Technical literacies, or related areas.

5. **Status of Employment:** Fixed-term (5 years)

There is a possibility of becoming a tenured faculty member after 5 years depending on the result of a contract renewal review.

6. **Qualifications:**

- 1) Applicants should have a doctoral degree or equivalent research achievements.
- 2) Applicants should have teaching experience at the tertiary level and an ability to teach in English.
- 3) Applicants should have knowledge, experience and abilities in the areas of foreign language education that relate to English for Academic Purposes and other academic literacy skills, as well as a cooperative attitude towards collaboration with other faculty, administrative staff, and the local community in conducting education and research.
- 4) Applicants should have expert command of English (equivalent to CEFR C2 level).

- 5) Sufficient proficiency in Japanese to conduct daily business with university staff is desirable.
- 6) A successful candidate is required to reside in Kanazawa or in its surrounding vicinity, when employed.

7. **Start of Employment:** March 1st, 2023 (or the earliest possible date after this date)

8. **Application Documents:**

- 1) Curriculum vitae, including the following:
 - a) Full name, contact address, phone number, and an email address.
 - b) Educational background from high school graduation to the highest academic degree obtained, including the year and month of the start and end of each educational program.
 - c) Employment history, including the year and month of the start and end of each employment.
 - d) Teaching/research experiences or other long-term working experiences in English-speaking societies (please include names of institutions, locations and periods of time).
 - e) Scores of test certifying the candidate's English or Japanese language proficiency, if any. (Copies of result sheet preferable.)
- 2) List of educational and research achievements (circle the item number for peer-reviewed papers), and details of any competitive research grants you have obtained (including the name of the funding organization; the research project title; total amount of money granted; year of grant receipt; your role in the research project, i.e., principal investigator or co-investigator). Please list books, articles, and book reviews and other shorter materials separately. Write the newest publication first followed by older items.
- 3) A copy of one major research achievement, such as a book, published paper, etc. and its summary/abstract.
* Candidates may be asked to submit additional materials.
- 4) An essay outlining your research interests and achievements, including future research plan at Kanazawa University (A4 1 page).
- 5) An essay on your experiences in education and future aspirations at Kanazawa University (A4 1 page).
- 6) The names, institutional affiliations, positions, and contact details (telephone numbers and e-mail addresses) of two personal references.

9. **Application Deadline:** October 17th, 2022

10. **Application method**

Please send all the documents by registered mail, or other delivery services which have a tracking function, to:

Professor Kana Oyabu
Head of the Faculty of Foreign Language Studies
Institute of Liberal Arts and Science
Kanazawa University, Kakuma-machi, Kanazawa, Ishikawa
920-1192, JAPAN

On the envelope, write "Job Application (English Academic Literacy)" in red. Please note that submitted materials, including books/articles, will not be returned in principle. However, if you wish to have your book returned, please enclose a stamped addressed envelope. Submission of photocopied books and articles is accepted. Online submissions will not be accepted. However, if you encounter any problem sending the application materials because of an extraordinary situation (such as war or pandemic-

related cancellation of postal services) please contact us.

11. Selection Process:

After the first screening based on the application documents, short-listed candidates will be called for an interview and a teaching demonstration in November or December. Please note that transportation costs will not be reimbursed.

12. Contact Person:

Professor Kana Oyabu
Head of the Faculty of Foreign Language Studies
Institute of Liberal Arts and Science
Kanazawa University
E-mail: FLSjobs[.]ml.kanazawa-u.ac.jp (Please delete [].)

13. Contract Renewal Review:

There is a possibility of becoming a tenured faculty member depending on the result of a review concerning research and educational achievements.

[Assessment Criteria]

Achievements and contributions concerning the duties listed in 3
Research activities (published papers, conference presentations)
Research grants obtained
Other contributions to the university and to the wider community

There will be a mid-term review in the third year of employment.

14. Additional Information

1) English courses offered by Institute of Liberal Arts and Science have common syllabi. For further information, please see the following website:

<https://eduweb.sta.kanazawa-u.ac.jp/portal/Public/Syllabus/SearchMain.aspx>

(Select as follows: Faculty [Studies in Liberal Arts and Sciences], Department [GS Language Courses])

2) Full-time faculty members are eligible for Kanazawa University sabbatical leave. For further information concerning the eligibility and other aspects of the sabbatical leave, see the following university's website (in Japanese):

<https://www.kanazawa-u.ac.jp/kiteishu/act/frame/frame11000110.htm>

3) Position Status (i.e., professor or associate professor) and salary are determined depending on the candidate's academic and employment experiences. The university has an annual salary system implemented by the Ministry of Education, Culture, Sports, Science and Technology. Salary and benefits are specified in Kanazawa University's regulations. For further information, see the following website (in Japanese):

<https://www.kanazawa-u.ac.jp/university/administration/regulation/rules>

4) Kanazawa University actively promotes a gender-equal workplace. For details, see the following website (in Japanese): <https://cdl.w3.kanazawa-u.ac.jp/index.html>

Personal information found in application documents will only be used for this selection process.