

January 24, 2025

OKU Satoshi
Dean
Research Faculty of Media and Communication
Hokkaido University

Announcement of Job Opening

To Whom It May Concern:

Hokkaido University is pleased to announce an opening for a non-tenured English language teaching position.

1. Position

A full-time specially appointed, non-tenured associate professor or professor in the Research Faculty of Media and Communication, Hokkaido University.

2. Affiliation

[Immediately after hiring] The Research Faculty of Media and Communication

[Scope of Change] Location as determined by the University

3. Teaching Duties

[Immediately after hiring] Teaching English as a foreign language to undergraduate students along with other English language-related subjects.

[Scope of Change] Duties as determined by the University

4. Qualifications

- (i) Native speaker of English,
- (ii) Master's degree (PhD holder preferred),
- (iii) Active research career in Linguistics/TESOL, Area Studies (American Studies, British Studies, Asian/Japanese Studies, etc.) or Media Studies.
- (iv) Professional qualifications and/or work experience in TESOL.

4. Contract Period

The contract period is four years. Contract renewal is possible depending upon evaluation of work/academic achievements during the contract period. The period of the renewed contract is four years for a total of 8 years maximum.

5. Trial period

1 month

6. Salary

Roughly 6.4 million yen per year for associate professor, and 7.4 million yen per year for professor.

7. Working Arrangements

- Discretionary Labor System for Professional Work or Fixed Working Hour System based on

agreement

- Determined in accordance with the Hokkaido University Working Hours, Break Times, Holidays and Leave Rules
- [For Discretionary Labor System for Professional Work]
The work hours per day are deemed as 7 hours and 45 minutes
- [For Fixed Working Hour System]
Work hours: 8:30 to 17:00
Break time: 12:15 to 13:00
Overtime work: Applicable

8. Health Insurance, Pension, and Other Insurance

Covered by Ministry of Education, Culture, Sports, Science and Technology Mutual Aid Association, Welfare Pension, Worker's Compensation Insurance, and employment Insurance

9. Name of Recruiter

Hokkaido University

10. Measures to Prevent Second-Hand Smoke

No smoking on campus except for the designated outside smoking areas

11. Responsibilities

- (i) Teaching a maximum of 9 courses (18 classroom hours) per week,
- (ii) Conducting academic research and developing teaching materials,
- (iii) Entrance examination preparations and grading

12. Contract Commencement Date (Scheduled)

October 1st, 2025

13. Application Materials (3 documents in total)

To be sent via the JREC-in application site

- 1) An application form (one Word or PDF file) containing:
 - a) Cover letter (2 pages of A4 maximum) including your reasons for applying, teaching philosophy, and any particular contributions you can make to the department,
 - b) Resume (include your date of birth),
 - c) List of publications. List separately those publications in refereed journals and those which are unrefereed articles or conference presentations/proceedings,
 - d) Contact details (name, affiliation, title, email address, telephone number) of two referees. At least one must be currently employed in higher education.
- 2) One sample of your research
A PDF file or scan of a published paper, a draft of a conference presentation, or an MA/PhD thesis chapter.
- 3) A scanned version of the degree certificate of the highest degree obtained.

14. Application Deadline

March 28th, 2025 (Japan Time: 5:00 PM)

15. Submission Address

Please submit the application documents by making a single ZIP file and uploading via the JREC-IN portal (<https://jrecin.jst.go.jp/seek/SeekTop?ln=1>). Refer to the manual (p.32~) at the following URL for details:

https://jrecin.jst.go.jp/html/app/seek/manuals/jrec-in-portal_user_manual_en.pdf

The ZIP file should contain PDF files of (1) (a)~(d), (2) and (3), and be titled with your first and last names as follows: “Firstname_Familynome.zip”.

*Personal information will be used for screening purposes only.

16. Contact Information

All inquiries should be made by e-mail only to:

Eiko TSUCHIDA

Email: tsuchida@imc.hokudai.ac.jp

Faculty Website: <https://www.imc.hokudai.ac.jp/rfmc/>

* Hokkaido University strives to promote education and research activities by a diverse group of talent and through gender equity. We particularly welcome applications from women researchers. The University is committed to supporting a work-life balance and creating an environment that empowers all members of the University to demonstrate their abilities to the fullest.