

To:
Presidents of relevant universities
Deans of relevant colleges
Deans of relevant graduate schools
Heads of relevant organizations

Akihiko Kimijima
Dean
College of International Relations
Ritsumeikan University

Permanent Faculty Position

The College of International Relations, Ritsumeikan University is now recruiting a permanent faculty member as follows.

We would be grateful if you could inform any concerned departments, institutions, or organizations about this open position. We sincerely appreciate your continued effort and cooperation.

The College of International Relations, Ritsumeikan University, in accordance with the Act on Promotion of Women's Participation and Advancement in the Workplace, strongly encourages female candidates to apply.

1. Area of Specialization: International Studies (Culture and Society Cluster)
2. Qualification Requirements:
Applicants must meet all of the following eligibility requirements:
 - (1) A Ph.D. degree or equivalent achievements.
 - (2) Ability to conduct classes in English
 - (3) Willingness and Japanese ability to perform administrative duties at the university
3. Main Teaching Responsibilities:
 - (1) Undergraduate level
Race and Ethnicity in the Modern World
International Migration
Advanced Seminar
 - (2) Graduate level
Globalization and Multicultural Issues
Advanced Seminar

*There is a possibility that you might be assigned to other courses besides the above.
4. Position Available: Professor or Associate Professor
5. Opening: 1
6. Starting Date: April 1, 2020
7. Application Deadline: Application materials must arrive no later than Monday, May 20, 2019

8. Application Materials

- (1) Curriculum Vitae (Form 1, Form 2, Form 3, Form 4): 4 copies each
Please staple the forms together in order from 1-4 in the top left-hand corner.
- (2) Research Achievements
(3 major publications. 4 copies each. At least one publication must be written in English. Photocopies are acceptable.)
- (3) Certificate of Degree (An original certificate and 3 copies)
(4 copies are also acceptable. Please bring the original to the interview.)
- (4) Faculty Appointment Candidate Contact Information: 4 copies each
(Form A: Handwritten form will not be accepted. Please name two persons who can act as references for this position)

- Please send Form A (Excel format) to the email address below with **【Race and Ethnicity】** in the subject line. Please also send a printed copy of Form A with other application materials by postal mail.

Place of submission (Form A) : ir-apply@st.ritsumei.ac.jp

- Application materials, apart from Form A , will only be accepted by postal mail.
- Please note that, as a general rule, we will not return any submitted documents.
- Application forms can be downloaded from the following website.
<http://en.ritsumeikan-trust.jp/info/employment/>

9. Interview Notice for Short-listed Candidates:

Short-listed candidates who pass document screening will be contacted by Thursday, June 13, 2019 for an interview via the email address provided in the Faculty Appointment Candidate Contact Information (Form A).

10. Interview & Syllabus Submission:

Short-listed candidates will be asked to submit a syllabus and conduct a mock lecture of “Race and Ethnicity in the Modern World” in English. The candidates may also be asked to submit a syllabus and conduct a mock lecture for “International Migration”.

11. Submission Address:

Please label an envelope in red ink “Application for [Race and Ethnicity] Faculty Position Enclosed” and submit it to the following address via registered mail.

Faculty Recruitment Team
College of International Relations, Ritsumeikan University
56-1 Tojiin-kitamachi, Kita-ku, Kyoto, Japan 603-8577

12. Contact:

Chie J.H. YOON (Ms.)/ Mayumi TERAISHI (Ms.)
Administrative Office
College of International Relations, Ritsumeikan University
Email: ir-apply@st.ritsumei.ac.jp

*For further information, you may contact us via email.