

July 29, 2020

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

Ritsuko Kawamura
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 continuing 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: Cultural Industry, and/or Public Diplomacy (from a cultural perspective)
2. Qualification Requirements:
Applicants must meet all of the following eligibility requirements:
 - (1) Ph.D. degree or equivalent achievements.
 - (2) Ability to conduct classes in English and Japanese.
 - (3) Willingness to contribute to administrative duties at the university.
3. Main Teaching Responsibilities:
 - (1) Undergraduate level
One course among 国際交流論、メディア・文化論、文化交流史, in addition to 専門演習
 - (2) Graduate level
Public Diplomacy (from a cultural perspective), 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, 2021
7. Application Deadline: All application materials must arrive by no later than

Monday, September 21, 2020

8. Application Materials:

- (1) Curriculum Vitae (Form 1, Form 2, Form 3, Form 4)
- (2) Research Achievements
(3 major publications. At least one publication must be written in English. Photocopies are acceptable.)
- (3) Photocopy of Diploma (Please bring the original to the interview.)
- (4) Faculty Appointment Candidate Contact Information
(Form A: Please name two persons who can act as references for this position)

- Please note that, as a general rule, we will not return any submitted documents.
- The materials will be used only for the faculty recruitment at the College of International Relations, Ritsumeikan University
- 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, October 15, 2020 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 sample syllabi and conduct a mock lecture during the interview.
Interviews might be conducted online.

11. Submission Address:

Please send your all materials after converting them into PDF to the E-mail address below. Also, please send Form A in Excel format in addition to PDF file.
Please compress the files into one zip file and send it to the E-mail address below.

E-mail Address: ir-apply@st.ritsumei.ac.jp
Subject line: [Cultural Industry, Public Diplomacy]

※If your zip file exceeds 5MB, please compress the files except for “(2) Research Achievements” and send it to the E-mail address above. Regarding “(2) Research Achievements”, please send it by using other way such as any file transfer service and inform us how to access by e-mail.

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.

13. Notes:

The campus at Ritsumeikan University is smoke-free.