

Hiroshima University (HU) hereby invites applications through an open international recruitment and seeks to appoint a tenured Associate Professor or an Associate Professor/Assistant Professor on the Tenure Track System in the fields of Foreign Language Education, English Language Education, or Applied Linguistics, with particular emphasis on theories of teaching material development or language testing. This position is based on the 'Policy for recruiting/cultivating excellent faculty members'. The university introduced this policy to create a secure environment in which junior-positioned faculty members can concentrate on their research/education.

The post above has been newly created at HU to enable the promotion of the applicant to the senior position of Associate Professor on the condition that he/she passes the tenure-track review before the tenure-track period expires. Such a system assumes that the recruited person will settle down in one place so that he/she can dedicate himself/herself to research and education in accordance with his/her proposed research.

Therefore, when processing an application for recruitment, we evaluate not only each applicant's performance on research/education, but also the contents and the scope of his/her research plan. Thus, we assess whether or not the applicant's research plan is mid-to-long term (i.e. about 10 years) in scope, exceeding the tenure-track period. At the time of the review for the tenured promotion, we comprehensively evaluate the applicant's achievements during his/her term at HU and the future prospect of his/her research.

HU provides startup support money for assistant professors. By assigning a mentor to each newly-recruited faculty member on tenure track, HU continues to develop an environment where such faculty member can engage himself/herself in research activities independently. In case the recruited member does not secure tenure, he/she will be able to extend his/her term of employment for up to one year as a specially appointed faculty member. The special appointment starts on the day following the end date of the existing employment contract for the tenure-track position.

We are looking forward to welcoming those who are prepared to go along with the principles, long-term vision and medium-term target of HU (<https://www.hiroshima-u.ac.jp/en/about>), and who are motivated and can play key roles by committing themselves to research and education at HU.

Mitsuo Ochi, President of Hiroshima University

Please refer to the following URL for details about personnel system reform of Hiroshima University.

<https://www.hiroshima-u.ac.jp/en/employment/kyoinkobo>

Date: November 4, 2025

Faculty Open Position

1. Affiliation (Appointment)

Academy of Hiroshima University (Institute for Foreign Language Research and Education: FLaRE)

2. Work location

Higashi-Hiroshima Campus 1-7-1 Kagamiyama, Higashi-Hiroshimashi

Kasumi Campus 1-2-3 Kasumi, Minami-ku, Hiroshimashi

Other places of work designated by the University.

*The primary place of work will be the Higashi-Hiroshima Campus, with possible assignments at the Kasumi Campus approximately one day per week.

3. Position(s) and the number of opening(s)

Associate Professor or Assistant Professor , one (1)

(Depending on the result of the performance reviews of the applicant at the time of employment, he/she may be decided on any of the following titles: Associate Professor with tenure; Associate Professor/Assistant Professor on Tenure Track System)

4. Commencing date of employment

October 1, 2026

5. Terms of employment

Tenure-track position(s): Period of employment

- 7 years (if a tenure-track Associate Professor is promoted to a tenured Associate Professor)
- 5 years (if a tenure-track Assistant Professor is promoted to a tenured Associate Professor)

- (1) Tenure-track faculty members will undergo a tenure review at least six (6) months before the expiration of their term of appointment, and those who successfully pass the review will be granted tenure together with promotion to associate professor.
- (2) The granting of tenure to a candidate is subject to two review processes: an intermediate review and a final review. If a candidate is not granted tenure in the final review, the

candidate will be dismissed from the university upon completion of the term of appointment.

- (3) If a candidate has taken leave due to life events such as childbirth, child-rearing, or caregiving, the term of appointment may be extended for up to a certain period, depending on the length of such leave.
- (4) Candidates must possess the ability to engage in organizational administration and management duties.
- (5) Candidates must have sufficient proficiency in Japanese to perform education, student guidance, the Center's administrative and managerial duties, as well as university-wide responsibilities. Non-native speakers of Japanese are required to demonstrate proficiency in reading, writing, speaking, and listening equivalent to native-speaker level.

6. Planned Responsibilities

(Immediately after hiring)

- (1) Teaching university-wide English education courses
- (2) Duties related to the general English education curriculum (e.g., timetabling, course improvement)
- (3) Duties related to the implementation of education provided by FLaRE
- (4) Duties related to FLaRE's educational research (e.g., teaching material development, various projects)
- (5) Administrative, management, and admissions-related duties at FLaRE

(Scope of changes)

Tasks determined by the university.

7. Field of specialization

Applied Linguistics, Foreign Language Education, and English Language Education (with particular emphasis on Materials Development Theory and Language Testing Theory).

8. Teaching responsibilities

The following courses are scheduled to be taught:

- (1) General English education courses (typically/approximately 4 courses per term)
- (2) Intensive English courses utilizing ICT
- (3) Specialized courses offered by the Center (English Professional Training Program)
- (4) Graduate-level English skill enhancement courses
- (5) In addition, the appointee may be required to teach other general education courses, specialized courses in other faculties or graduate schools, and university-wide

programs.

Note: The subjects you are responsible for may be changed or added.

9. Qualifications

Applicants must satisfy all the following requirements:

- (1) Demonstrate a strong commitment to English language education.
- (2) Hold a doctoral degree in English language education or a related field (including an equivalent degree conferred abroad) at the time of appointment.
- (3) Have experience in teaching English at the university level.
- (4) Candidates must possess the ability to engage in organizational administration and management duties.
- (5) Candidates must have sufficient proficiency in Japanese to perform education, student guidance, the Center's administrative and managerial duties, as well as university-wide responsibilities. Non-native speakers of Japanese are required to demonstrate proficiency in reading, writing, speaking, and listening equivalent to native-speaker level.

10. Application materials required

- (1) Curriculum Vitae (use the designated form: Form 1; with photograph attached).
Applicants who have been employed by Hiroshima University within the past five years (including as TA, RA, or Research Fellow) should indicate this fully.
- (2) List of publications and presentations (use the designated form: Form 2)
Each item must be numbered; referred papers should be underlined; and the five major achievements must be marked with an asterisk (*) before the item number.
- (3) Five Major Research Achievements
Applicants must submit the actual publication, offprint, or copy of each selected major paper or book, accompanied by a summary of its contents (use the designated form: Form 3).
- (4) Major educational activities and teaching experience (use the designated form: Form 3).
- (5) Record of External Research Funding Obtained in the Past Five Years (use the designated form: Form 3).
- (6) Statement of Purpose (use the designated format: Form 4)
Applicants must describe their views on the current issues facing English language education in Japanese universities, as well as their aspirations for education and research upon appointment.
- (7) Documents or certificates showing Japanese language proficiency (required only if the applicant's first language is not Japanese).
- (8) ResearcherID or ORCID information.

Applicants must provide ResearcherID and/or ORCID information.

*These can be obtained from the Clarivate Analytics website or the ORCID webpage.

Important

※Forms 1–4 can be downloaded from the following website:

<https://www.flare.hiroshima-u.ac.jp/en/about-en/jobs/download/>

※Applicants must submit hard copies of Forms 1–4 by registered mail (*kakitome* in Japanese) and upload the corresponding electronic files to the following website:

<https://www.flare.hiroshima-u.ac.jp/about/jobs/file-submission/>

※Both the submission of hard copies by registered mail and upload of electronic files are required for the application to be accepted.

11. Application deadline

All application materials must be received by 5:00 p.m. (JST, Japan Standard Time) on Friday, January 30, 2026.

12. All application documents should be sent to the following address:

Institute for Foreign Language Research and Education, Hiroshima University
1-7-1 Kagamiyama, Higashi-hiroshima 739-8521, JAPAN

Important

※Write in red “外国語教育研究センター専任教員応募書類在中” or “Gaikokugo Kyoiku Kenkyu Center Sennin Kyoin Obo” on the package, and send it by registered mail (書留).

13. Selection procedure

- (1) The selection will be based on all submitted application documents.
- (2) Interviews will be conducted. As a general rule, simulated lessons in English will also be required. In such cases, please note that travel expenses will be the responsibility of the applicant. Applicants who pass the initial document review will be informed of the interview date, time and format.
- (3) Hiroshima University promotes a gender-equal society in accordance with the legislative intent of the Basic Law for a Gender-Equal Society.

14. Employment status

- (1) If you agree to the application of the Discretionary Labor System for Professional Work, you are deemed to work for 7 hours and 45 minutes a day. If not, working hours are from 8:30 to 17:00 (from Monday to Friday) and break time is from 12:00 to 12:45.
- (2) In principle, workdays are from Monday to Friday, excluding public holidays.

- (3) In principle, holidays are on Saturdays, Sundays, and public holidays.

15. Salary, etc.

- (1) The annual salary system (II), which was implemented in October 2021, will be applied to successful candidates.
- (2) Successful candidates may be reimbursed for travel expenses incurred for the trip from their home or former place of work to the new place of work to assume their post in accordance with the relevant regulations of Hiroshima University. For more information, please contact us.

※Hiroshima University has introduced a system whereby researchers' personnel expenses may be paid out of direct expenses such as competitive research grants and joint research grants. Under this system, research funds obtained can be used both to improve the researchers' own treatment (additional salary) and to enhance the research environment.

16. Evaluation

Hiroshima University conducts individual performance evaluations for all faculty members after their employment. Faculty performance is numerically rated, and salaries and benefits are determined in accordance with performance indicators.

17. Employer

Hiroshima University

18. Miscellaneous

- (1) Probationary employment period: six (6) months
- (2) Personal information obtained through the application documents will be used solely for candidate selection and, for those who are hired, for the necessary administrative procedures related to personnel, payroll, and welfare. Such information will not be used or disclosed for any other purpose. Please note that application documents submitted by unsuccessful candidates will not be returned; they will be disposed of in an appropriate manner after the completion of the selection process.
- (3) The retirement age is 65.
- (4) All faculty members of Hiroshima University belong to the "Academy," the university's single, university-wide faculty organization. As members of the Academy, faculty are appointed to educational and/or research organizations such as undergraduate schools, graduate schools, research centers, or institutes.
- (5) Faculty members may also be assigned to teaching and/or research activities in other organizations of Hiroshima University and university-wide projects.

- (6) For each specialized field, Hiroshima University has defined minimum standards for hiring new faculty (“the minimum standards”). The minimum standards are used for the initial screening of applicants, and only those who meet the minimum standards will qualify as candidates for the post concerned. The minimum standards used for this international job offer can be viewed at the following URL: <https://www.hiroshima-u.ac.jp/en/employment/kyoinkobo/>
- HU provides other employment information (e.g., research positions, administrative positions, etc.). If your spouse wishes to work at HU, please refer to the following URL: <https://www.hiroshima-u.ac.jp/en/employment/>
- (7) Hiroshima University has been entirely smoke-free since January 2020.

19. Contact

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