

Hiroshima University (HU) herewith makes an open international job offer and seeks to appoint Associate Professor with tenure; Associate Professor/Assistant Professor on Tenure Track System in the research area of Science of Economics Business Administration. 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

July 16 , 2020

### **Faculty Open Position**

1. Affiliation (Appointment): Academy of Hiroshima University (Management Sciences Program, Division of Humanities and Social Sciences, Graduate School of Humanities and Social Sciences)

2. Position and the number of opening: 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)

3. Commencing date of Employment: As early as possible after October 1st, 2020

4. Terms of employment

Tenure-track position(s) Period of employment

- 7 years (in case of Associate Professor)
- 5 years (in case of Assistant Professor)

Tenure-track faculty members will undergo a tenure review within six (6) months prior to completion of the term of appointment, and those who have successfully passed the review process will be granted tenure along with promotion either to associate professor.

Granting a candidate for tenure is subject to two reviewing process: an intermediate and final review. If a candidate is not granted tenure in final review, he/she will be dismissed from the university upon completion of the term of appointment.

If a candidate has taken a leave because of some life events such as delivering a baby, child-raising and caregiving, he/she may extend the term of appointment up to certain period according to the length of such leave.

\*If you would like to know more about the standards for tenure review, please contact the office shown below for any enquiries.

5. Field of specialization: Financial Accounting : Business Administration (Science of Economics and Business Administration)

## 6. Teaching responsibilities

- Undergraduate level (general education courses): Educational Seminar, etc.
- Undergraduate level (discipline specific courses): Financial Accounting, Accounting Policy, etc.
- Graduate level (master's programs): Financial Accounting, Accounting Policy, Special Seminars, etc.
- Graduate level (doctoral programs): Management Special Research I ~VI, etc.

\* In addition to the courses listed above, he or she may be asked to teach other general education courses and/or discipline specific courses in other department(s) and graduate school(s).

## 7. Qualifications

Applicants must satisfy all of the following requirements:

- (1) Hold a doctoral degree (or equivalent degree conferred by a foreign university or institution) .
- (2) Be able to teach classes and supervise students in English
- (3) In the department of Management Studies, students with different professions, ages, nationalities, and experiences study a wide variety of management-related themes under the guidance of faculty members from diverse fields of specialization.

Have proficiency and willingness for education in our educational ideal. In case of nationalities other than Japanese, have a proficiency in Japanese.

\* Be able to teach classes and support research activities in Japanese and English.

## 8. Application Materials Required

(1) Curriculum vitae(Prescribed Format, with your photo). If you have a history of being employed by Hiroshima University (includes as a TA, RA, researcher, etc.) in the past five years, be sure to state all positions you have held.

(2) List of publications and oral presentations: Research papers, books, conference presentations, invited lectures in conferences. All authors should be stated in the same order as in each publication. Classify articles into refereed (peer-reviewed) ones and non-refereed ones (Underline the three papers or books you submit).

\*Please submit CD-R or USB with ” (2)List of publications and oral presentations” saved in Word or Excel format.

(3) Five major publications and Summary of each

Publications: reprints, photocopies, or books

Summary of each: about 1,000 words on A4 paper, no particular format

(4) List of major educational activities

Lectures you have taught. A4 paper, no particular format

- (5) Major social contributions
- (6) Major activities in university/institutional management and administration
- (7) List of acquired external funding.
- (8) Aspirations for education after accepted as Professor (about 2,000 words on A4 paper)
- (9) Research plan and Summary of past research (about 2,000 words on A4 paper)
- (10) One letter of recommendation (Including full name, affiliation, position, and contact information (phone numbers and e-mail address))
- (11) Your Researcher ID or ORCID information (in any format)

N.B. The ID above or ORCID information can be confirmed from Clarivate Analytics or ORCID website.

\* You may be asked to submit additional documents and materials as needed.

#### 9. Application Deadline

All application materials must reach us by 20:00, September 25 , 2020 (Japan time).

#### 10. Address to Which to Send Application Documents:

Professor Tao Lu

Chair of Management Sciences Program, Division of Humanities and Social Sciences, Graduate School of Humanities and Social Sciences, Hiroshima University

1-1-89, Higashi-Senda, Naka-Ward, Hiroshima City, 730-0053, JAPAN

\* Print in red "Application documents for a faculty member position at Accounting and Management Program Division" on the envelope containing the application documents and send it by registered mail.

#### 11. Selection Procedures

- (1) Selection will be made based on all application documents submitted.
- (2) Interviews will be conducted as needed. As a general rule, we will conduct simulated lessons in English. 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 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.

#### 12. Employment status

- (1) If you are agreeable to the application of the Discretionary Labor System for Professional

Work, you are deemed to work for 7 hours and 45 minutes a day and 38 hours and 45 minutes a week. If not, working hours are from 12:45 to 21:15 (from Tuesday to Friday) and break time is from 17:15 to 18:00 (working hours are from 10:00 to 18:30(Saturday) and break time is from 12:30 to 13:15).

(2) Workdays are from Tuesday to Saturday (excluding public holidays) in principle.

(3) Holidays are Sundays, Mondays and public holidays in principle.

### 13. Salary, etc.

(1)The annual salary system (the new system enforced in April 2020) will be applied to the 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.

### 14. Evaluation

We conduct individual performance evaluations for all Hiroshima University faculty members after their employment, numerically rate their performance, and salary and benefits are commensurate with performance indicators.

### 15. Employer

Hiroshima University

### 16. Miscellaneous

(1) Probationary employment period: six months

(2) Personal information obtained from application documents will not be used or provided to any third party for purposes other than the necessary procedures related to personnel affairs, salary, and welfare.

\*Application documents will be treated in an appropriate manner but will not be returned to applicants.

(3) All the faculty members of Hiroshima University belong to the "Academy", which is the single university-wide faculty organization, and each faculty as a member of the Academy of the University is appointed to educational and/or research organizations such as an individual undergraduate school, graduate school, research center and institute.

(4) Applicants will be notified of the results of adoption or rejection as soon as they are decided.

(5) Management Sciences Program is a graduate school opening a course during evening hours (from 18:00) on weekdays and Saturdays.

Please refer to <https://www.hiroshima-u.ac.jp/gshs/senkougakui/jinbunshakai/manejimentop>  
The laboratory and main work location will be Higashi-Senda, Naka-ku, Hiroshima City. In some cases, you may be in charge of courses at the Hiroshima University Higashihiroshima Campus (Kagamiyama, Higashihiroshima City).

(6) For each specialized field of faculty, Hiroshima University has defined Minimum standards for hiring new faculty (“the minimum standards”). We use the minimum standards for the initial screening process of the applicants, and only those who have cleared the minimum standards will qualify as the candidates for the post concerned. The minimum standards used for this international job offer can be viewed by clicking the following URL link.

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

(7) HU provides employment information (research job, desk job and etc.).

If your spouse wishes to work for HU, please refer to the following URL link.

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

## 17. Contact

Professor Koichi Hayashi

Management Sciences Program, Division of Humanities and Social Sciences, Graduate School of Humanities and Social Sciences, Hiroshima University

1-1-89, Higashi Senda, Naka-Ward, Hiroshima City, 730-0053, Japan

Tel: 082-542-7104

E-mail: [k-hayashi@hiroshima-u.ac.jp](mailto:k-hayashi@hiroshima-u.ac.jp)

\*Please contact our office via the e-mail ([k-hayashi@hiroshima-u.ac.jp](mailto:k-hayashi@hiroshima-u.ac.jp)), but NOT by phone.