

Hiroshima University (HU) herewith makes an open international job offer and seeks to appoint Associate Senior Research Manager (equivalent to associate professor) or Research Manager (equivalent to assistant professor) in the research area of Japanese Language Pedagogy.

This position hired through this open recruitment will be determined based on a performance review at the time of hiring: either Associate Senior Research Manager (equivalent to associate professor) or Research Manager (equivalent to assistant professor).

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 21, 2025

Research Manager Open Position

1. Affiliation (Appointment)

Morito Institute of Global Higher Education, Hiroshima University

2. Work location

Higashi-Hiroshima Campus, Higashi-Senda Campus and Kasumi Campus
Other places of work designated by the University.

3. Position and the number of opening

Associate Senior Research Manager (equivalent to associate professor)

or Research Manager (equivalent to assistant professor) , (Visiting 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 Senior Research Manager (equivalent to associate professor) or Research Manager (equivalent to assistant professor).

* Separately, a concurrent appointment of visiting professor in charge of education will be made.

4. Commencing date of employment

April 1, 2026

5. Terms of employment

(1) Employment Period

April 1, 2026 to March 31, 2031

(2) Conversion to Indefinite Employment (Retirement Age: 60)

Employees who meet the separately specified evaluation criteria as a result of the final evaluation in "16. Evaluation" will be re-contracted to indefinite employment.

6. Planned responsibilities

(Immediately after hiring)

(1) Duties related to research in “7. Field of specialization”.

(2) Duties related to teaching the scheduled courses under "8. Teaching responsibilities".

(3) Duties related to the administration and management of Morito Institute of Global Higher Education. (participation in various meetings, activities as a member of various committees, etc.).

- (4) Other duties as directed by the director of Morito Institute of Global Higher Education.

(Scope of changes)

Tasks determined by the university.

7. Field of specialization

Japanese Language Pedagogy

8. Teaching responsibilities

- (1) Undergraduate level (general education courses): (Foreign Languages) Basic Japanese I ~IV, etc.
- (2) Undergraduate level (discipline specific courses): (For international students) Intermediate Japanese, Advanced Japanese, etc.
- (3) Japanese Language Training: Japanese training course, etc.
- (4) 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), offered by Morito Institute of Global Higher Education.

* He or she will be in charge of courses from (1) to (4) for a total of 32 credits per year in principle. These classes are mainly language courses designed for international students (some from outside the university) at Hiroshima University to learn Japanese language and culture.

* He or she may be asked to perform short-term dispatch to partner universities abroad.

9. Qualifications

Applicants must satisfy all of the following requirements:

- (1) Hold a doctorate or an equivalent degree by the time the appointment begins
- (2) Have experience in Japanese language teaching at a university or other institution of higher education.
- (3) Be actively engaged in the development of Japanese language teaching methods utilizing generative AI and ICT.

10. Application materials required

- (1) Resume (use the specified forms as shown on the website / Please remember to attach your photo on the CV)
If you have a history of being employed by Hiroshima University (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 (Number each publication/presentation, and underline the numbers of refereed articles. Affix an asterisk (*) to the numbers

of your five major publications or presentations.)

- (3) Five major publications or presentations (Reprints, photocopies, or books)
- (4) Major educational activities and teaching experiences
- (5) Major social contributions
- (6) Major activities in university/institutional management and administration
- (7) List of acquired external funding over the last five years
- (8) Statement of intent (Please describe your interests in teaching and research as well as your mid- to long-term research plan in approximately 1,000–1,500 words, should you take this position.)

11. Application deadline

All application materials must reach us by [17:00 on December, 26, 2025 (Japan time)].

12. Make all the application documents PDF files, and send them to the following E-mail address as the attached files:

kokusai-soumu@office.hiroshima-u.ac.jp

Global Initiatives Group, Department of International Affairs, International Office, Hiroshima University

* The subject of the e-mail should be “Morito Gakuin Research Manager Application (XX)” (XX is the applicant's name) and the file name of the PDF file should be “Morito_Application_XX.pdf” (XX is the applicant's name)

If the size of the attachment exceeds 10 MB, put the PDF of the application in a cloud folder and inform the applicant of its URL by e-mail.

Please note that we will reply to you by E-mail of acceptance notice within 4 business days.

If it is difficult to send Application Document (3) as data, please send it to the following address.

Global Initiatives Group, Department of International Affairs, International Office, Hiroshima University

1-3-2 Kagamiyama, Higashi-hiroshima, 739-8511, JAPAN

- * Print in red “Application documents (3) for Research Manager open position MORITO” on the envelope containing the application documents and send it by registered mail.
- * Please let us know by E-mail that you sent it.

13. Selection procedure

- (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.

14. Employment status

(1) Working Hours

- 7 hours and 45 minutes per day, 5 days per week,
38 hours and 45 minutes per week
- Working Days: Monday through Friday, 8:30 AM to 5:15 PM
(break: 12:00 PM to 1:00 PM)
- 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.

- (2) Holidays are Saturdays, Sundays and public holidays in principle.

15. Salary, etc.

- (1) The annual salary system (II) which enforced in October 2021 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.

※Hiroshima University has introduced a system whereby researchers' personnel expenses are paid out of direct expenses such as competitive research grants and joint research grants, and the obtained research financial resources can be used to improve the treatment of researchers themselves (additional Salary) and to improve the research environment.

16. Evaluation

An interim evaluation of work performance after hiring will be conducted in the third year after hiring. A final evaluation based on work performance and an interview will be conducted in the fifth year after hiring. Please contact us separately for the evaluation criteria.

17. Employer

Hiroshima University

18. Miscellaneous

- (1) Probationary employment period: six (6) 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 of applicants whom we have decided not to employ will be returned to those applicants in an appropriate manner, after the completion of relevant selection processes.
- (3) The retirement age is 60 years old.
- (4) Faculty members may also be assigned to teaching and/or research activities in other organizations of Hiroshima University and university-wide projects.
- (5) HU provides other 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/>
- (6) Hiroshima University has been entirely smoke-free from January 2020.

19. Contact

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