

**Special Contract Lecturers of English Wanted**  
**Hiroshima University's**  
**Institute for Foreign Language Research and Education**

Full-time Position	Two Special Contract Lecturers of English
Institution	Institute for Foreign Language Research and Education, Hiroshima University 1-7-1 Kagamiyama, Higashi-Hiroshima, 739-8521
Employment Begins	April 1, 2016
Period of Contract	Doctoral Degree Holder: Five years (not renewable). Master's Degree Holder: Three years (renewable only once, and the second term is two years). <u>Note</u> : If you have already worked for us as a part-time teacher, the contract period will be shorter than that stated above. Details will be provided.
Research Specialty	Teaching English as a Second/Foreign Language, Applied Linguistics, or English Language Education
Teaching Duties	(1) Teaching 10 undergraduate or graduate courses each semester. (2) Making other contributions to our institute. This includes helping administer some special courses, such as extracurricular English classes and the Building English Professional Skills Program, and advising students when necessary. (3) Conducting educational research activities. This includes developing teaching materials and assisting institute projects.
Required Qualifications	(1) A PhD in English Language Education, or near equivalent. (2) Ample experience teaching English as a second or

	<p>foreign language, preferably at the university level. Also, knowledge of Information Communication Technology is preferred.</p> <p>(3) Strong interpersonal skills, along with a working knowledge of the Japanese language.</p>
Application Deadline	Friday, September 25, 2015
Requested Documents	<p>(1) <u>Curriculum Vitae</u>. Include a photo, an e-mail address, a list of any professional organization memberships and activities, and current and past work activities.</p> <p>(2) <u>A list of research publications</u>. This should include your graduate thesis, academic articles or reports, and books. Please make clear which publications were peer reviewed or refereed. Mark refereed papers with an asterisk (*).</p> <p>(3) <u>A summary of your 3 most important research accomplishments</u>. Include copies of those publications. Please type the summary on A4 paper. Do not exceed 200 words for each accomplishment.</p> <p>(4) <u>A list of your teaching accomplishments</u>. Please type these on A4 paper.</p> <p>(5) <u>A list of contributions to the community</u>. These can include workshops, teacher training courses, and giving lectures in the local community.</p> <p>(6) <u>A short essay on how you believe English classes can be improved</u>. Write your ideas within one page.</p> <p>(7) Any other information which you feel is relevant.</p> <p><u>Important</u>: Please put (1) and (2) above into Word or Excel files, and save them on a USB stick or a CD. The stick or CD will <u>NOT</u> be returned later.</p>

<p>Send Documents To</p>	<p>Keiso Tatsukawa, Institute Director  Institute for Foreign Language Research and Education, Hiroshima University  1-7-1 Kagamiyama, Higashi-Hiroshima, 739-8521  <u>Note</u>: On the front of the envelope, in red, write: Job Application Form Enclosed.  Please send the envelope by Registered Mail.</p>
<p>Selection Process</p>	<p>First, the number of candidates will be narrowed down based on the quality of professional accomplishments. Then, interviews of these candidates will be conducted.  <u>Note</u>: Hiroshima University is an equal employment opportunity hirer, so there is no sex, age, or race discrimination. All submitted documents and statements will be investigated for verification. Hiring and employment practices strictly conform to Japanese law. The application documents will <u>NOT</u> be returned unless you clearly request us to do so in your letter.</p>
<p>Salary</p>	<p>Monthly salary is fixed at 500,000 yen. This includes all allowances such as commuting and housing. Also, tax, health insurance, national pension contributions and the like will be deducted accordingly.</p>
<p>For Further Information</p>	<p>Keiso Tatsukawa, Institute Director  Institute for Foreign Language Research and Education, Hiroshima University  TEL: 082-424-6424/6439 FAX: 082-424-6400  E-mail: tatsukawa@hiroshima-u.ac.jp</p>