

Eikei University Full-time Faculty Application Guidelines

1 Affiliation and Job Title: Department of Social System Design, Faculty of Social System Design
Associate Professor, Lecturer or Assistant Professor: 1

2 Areas of expertise to be solicited: Cultural Anthropology, Sociology (*The following research methods will be employed: fieldwork and social surveys.)

3 Subjects and duties to be assigned

○Courses to be taught

<Major Subjects>

- Introduction to Cultural Anthropology
- Fieldwork Studies (Classes will continue to be offered until the 2026 academic year.)
From the 2027 academic year, the name and content of the subject “Research Methods” may change, and it may become a required subject.
- Experiential / practical programs subjects (Volunteer Abroad Program, Internship Abroad Program)

<Common subjects for all teachers>

Project Based Learning Exercise Courses (Introduction to Project Based Learning, Degree Project)

From the 2027 academic year, you may be responsible for teaching subjects such as 'Writing' and 'First-Year Education'.

○Internal operations

(operations related to academic affairs, entrance examinations, student recruitment, student support, employment support, etc.)

○Regional/industry-academia collaboration work

(various extramural collaboration courses, open lectures, etc.)

4 Application Requirements

A person who meets all of the following requirements

- (1) Associate Professor: A person with a master's degree or equivalent research achievement.
Lecturers: A person with a master's degree or equivalent research achievement.
Assistant Professor: A person with a master's degree or equivalent research achievement.
- (2) Those who can promote education and research activities based on the educational philosophy of the university.
- (3) Applicants must be able to give classes in Japanese and English.
- (4) Those who can manage 'Volunteer Abroad Program' and 'Internship Abroad Program' for students.
- (5) Those who can plan and lead interactive classes using teaching and learning methods that encourage students to take an active role in their own learning.
(Learning through problem identification and resolution, experiential learning, research-based learning and in-class group work, etc.)
- (6) Those who can conduct education in cooperation with various domestic and international entities such as companies, international organizations, universities, NPOs, and local governments.

- (7) Those who can conduct classes in collaboration with faculty members in other fields and external practitioners.
- (8) Those who can actively engage in self-development, class improvement, open class, and overall curriculum improvement based on the university's basic FD (faculty development) policy.
- (9) Those who do not fall under any of the disqualification clauses stipulated in each item of Article 9 of the School Education Law.

5 Application deadline: Oct 31, 2025 (Fri.) , 17:00 (must arrive by this date)

6 Scheduled date of employment: April 1, 2026 (Wed.)

7 Type and duration of employment

- ☐ The tenure-track system will be used.

<Tenure track system>

The term of office is within five years, and if you pass the tenure review, you will move to a mandatory retirement system.

In principle, you can take your first review after the two-year anniversary of your date of hire.

If you do not pass the first review, you may take the screening again in the year following the year in which you took the first review.

- ☐ The retirement age is sixty-five (65) years of age. A teacher must retire on the first March 31 following the date on which he/she reaches the retirement age.

8 Documents to be submitted

- (1) Application form (Form No. 1): 1 copy
- (2) Curriculum vitae (Form No. 2): 1 copy
- (3) Education and Research Achievement Report (Form No. 3): 1 copy
- (4) Books or major papers (reprints or copies are acceptable)): Up to five items
Please circle the number on the Education and Research Achievement Form in (3).
- (5) Aspirations for education and research at the university
(A4, 1 page maximum, any format) : 1 copy
- (6) A proposal for the Project Based Learning Exercise (A4, about 1 page, any format)

(Image of a proposal for a Project Based Learning Exercise)

Target: 2nd or 3rd year students

Duration: 1 quarter (2 or 3 months), 7 weeks, 14 classes

Collaborating companies, etc.: Choose any industry, such as parts manufacturers, food manufacturers, service companies, NPOs, etc.

Contents: Planning Project Based Learning Exercise in cooperation with companies, etc.

- (7) Status of Acquisition of Research Funds (External Funds) (Form No. 4) : 1 copy
Please specify whether you were the principal investigator or a co-investigator and list the grants in chronological order.
(If there is no acquisition record, it is not necessary.)
- (8) Either of the following documents (i) or (ii), and (i) should be written on the application form)

(i) Names and contact information for two people who can provide information on the applicant.

(ii) Letter of recommendation (optional format; specify the recommender's affiliation and position) 2 copies

For both (i) and (ii), applicants from fields other than the applicant's specialty are acceptable.

◎ Upon preparation of (2) and (3) above, please refer to the attached "Notes on Preparation of Application Documents".

◎ Additional materials may be requested when necessary.

◎ Please download the designated form from the university website.

<https://eikei.ac.jp/news/7805/>

9 Screening Method

(1) Documents will be reviewed and interviews will be conducted in accordance with the University's faculty selection criteria.

(2) The date of the interview will be announced separately to those who are eligible for the interview.

(3) In addition to the interview, the applicant will be asked to give a mock lecture in English (the applicant will be asked to submit the syllabus in English) on the subject "Introduction to Cultural Anthropology" to be assigned. In addition to the interview, the applicant will be asked to give a presentation on his/her aspirations for education and research at the university. Information about mock lectures and other matters will be sent to interview candidates separately. If necessary, a second interview will be conducted.

(4) The interview may be conducted online.

(5) Expenses for the interview (including the second interview) will not be paid.

10 Where to submit application documents

1-5, Nobori-cho, Naka-ku, Hiroshima City, Hiroshima 730-0016, Japan

To: Eikei University, Academic Planning Division

The application documents should be sent by registered mail or international courier service with "Application for faculty position in Cultural Anthropology" written in red on the envelope.

11 Contact

E-mail: academic-planning@eikei.ac.jp

(For inquiries, please email us.)

12 Work location

1-5, Nobori-cho, Naka-ku, Hiroshima 730-0016, Japan

13 Things to keep in mind

(1) In principle, application documents will not be returned.

(2) The personal information provided in the application documents will be used only for the purpose of selection.

(3) Candidates will be required to submit documents proving the degree they hold (or, for those with other educational backgrounds, documents proving the graduation (completion) of their final educational background).