

Faculty Search for Tenured Position (Starting 2016)
WASEDA Business School
WASEDA University, Tokyo, Japan

WASEDA Business School (WBS) at WASEDA University in Tokyo, Japan is recruiting a full-time faculty (tenured position) member as described below.

1. Field of Speciality and Subfields to be Taught:

Management or Economics

Subfields to be Taught: Organization, Marketing, Management of Technology, Entrepreneurship, or Business Economics.

2. Scheduled Start of Employment:

April 1 or September 1, 2016

*Should the selected finalist not possess a Status of Residence (commonly referred to as a “visa”) which is needed to reside in Japan and currently lives abroad, the employment period will commence on **September 1, 2016**.

3. Position Rank and Title:

Professor (Tenured position) or Associate Professor (Tenured position)

Rank will be determined based on the successful candidate’s qualifications and experience.

4. Salary and Benefits:

In accordance with WASEDA University Regulations.

5. Faculty Responsibilities:

Faculty responsibilities include teaching courses and seminars as described below which are equivalent to a standard teaching load of 4/4 or 4 courses per semester, in principle. (A course meets once per week for 90 minutes. There are 15 weeks in a semester.)

- a) Courses offered in English as part of the MBA Program of WASEDA Business School. These courses are primarily offered under the International Program track.
- b) Courses offered in Japanese (if the applicant is fluent in Japanese).
- c) Evening and Saturday courses.

Furthermore, the faculty member will be responsible for:

- d) In addition to degree program courses, faculty may be required to teach and participate in executive education and research activities at WBS.
- e) Tasks related to entrance exams and other activities as assigned by the Director of WBS.

6. Qualifications:

- a) Required Academic Background: A doctoral degree in business administration or related field at the time of application.
- b) Required Teaching Experience: Prior teaching experience at other universities, graduate schools, or equivalent institutions of higher learning.
- c) Advanced English proficiency to be able to deliver courses in English.
- d) The applicant must have written at least 2 or more peer-reviewed journal articles or similar research achievements in the most recent 5-year period.

7. Documents to be Submitted:

- a) Application form (Use the official form provided by WASEDA University.)
- b) Curriculum vitae with photograph (Use the official form provided by WASEDA University and Research Achievement List).
- c) A list of major publications (maximum 20) in academic journals and academic conference presentations with abstracts of about 400 words each. (Note: The doctoral dissertation may be included in the list of major publications.)
- d) Copies of publications, including journal articles, books, etc. (maximum 10)
- e) Undergraduate diploma and graduate school certificate of completion
- f) Undergraduate and graduate school transcripts
- g) Doctoral degree certificate or diploma (photocopy)
- h) Self-evaluation of Japanese language proficiency and Japanese cultural understanding.
- i) Research Plan
- j) One professional reference (full name, email, phone, employer)

Note: The applicant may be requested to submit documents other than those listed above as deemed necessary.

8. Application Deadline:

The completed application, including all required documents listed above must be received by WBS on or before **Thursday, October 22, 2015**. Applicants should receive notification of delivery from our office by **Friday, October 30**. If no notice is received, please contact WBS.

9. Selection Process:

Short-listed candidates will be invited for an interview, and to conduct a mock class session (or a research presentation) at Waseda University. Relevant dates will be announced in due course. Cost of travel to and from the interview, and other expenses will be borne by applicants. There will be a partial subsidy for travel expenses if the applicants reside overseas at the time of application. The amount of subsidy depends on where they live.

10. Notification of Results:

End of January 2016 (planned)

11. Please submit application package by post or courier service to the address below:

Faculty Recruiting Office, WASEDA Business School
WASEDA University
Bldg.11, 3F, 1-6-1 Nishi-Waseda,
Shinjuku-ku, Tokyo, Japan, 169-8050

If you have any inquiries, please send an email to:

E-mail: gsc-recruit@list.waseda.jp

Business hours: 9:00 – 17:00 (JST), Monday to Saturday, closed on Sundays and Japanese national holidays.

- a) Please write clearly “WASEDA Business School Faculty Application Documents Enc.’ on the envelope in red ink.
- b) Application documents will not be returned.

12. Applicants are allowed to apply concurrently for the tenured position which is being offered for AY 2017 in Management or Economics. In such cases, applicants should send the appropriate documents as required for each position.
13. More information about WASEDA Business School can be found at the following link:
<http://www.waseda.jp/fcom/wbs/>

Waseda University is committed to enhancing the diversity of its faculty in order to promote globalization and gender equality on campus. In all matters related to faculty recruitment and promotion, the University prohibits any form of discrimination on the basis of national origin, gender, religion, creed, political affiliation, or disability.