1. **Field of Specialization**

Psycholinguistics

The area of specialization within psycholinguistics is open, but the successful candidate will be capable of: (i) teaching introductory courses on psycholinguistics in the School of International Liberal Studies (SILS), (ii) teaching advanced courses in statistics for linguistic research, (iii) teaching advanced courses in quantitative and experimental research design, (iv) supervising MA and PhD students in the Graduate School of International Culture and Communication Studies (GSICCS).

The successful candidate will be capable of teaching courses designed for students specializing in linguistic research at postgraduate level in GSICCS, and for students with various academic specialties and profiles in SILS.

The successful candidate will be capable of integrating psycholinguistics courses into the liberal studies curriculum of SILS and the graduate program of GSICCS in the most adequate and relevant manner.

2. **Work Responsibility**

The successful candidate will be required to perform the following core tasks:

1) Undergraduate teaching in SILS (Communication Cluster)
2) Graduate teaching in GSICCS (Language Plan)
3) Supervision and deputy supervision of GSICCS MA and PhD students
4) Offering general educational support for GSICCS MA and PhD students in statistical analysis and research design beyond direct supervisory commitments
5) Evaluating MA theses and PhD dissertations in GSICCS oral examination committees (statistical analysis and research design)
6) Offering collegial research support and collaboration (statistical analysis and research design) for GSICCS PhD students’ and GSICCS members’ research projects and publications
7) Contributing actively to the research development of the University (independent research activities, international publications, fund-seeking applications, conference organization, collegial academic life with SILS and GSICCS members)
8) Fulfilling administrative duties in SILS and GSICCS as required by the University (entrance examination, committee work, etc.)

**A) Undergraduate teaching in SILS (including research methods):**
- Introduction to psycholinguistics
- Selected topics in psycholinguistics
- Advanced Seminar

**B) Graduate teaching in GSICCS:**
- Advanced introduction to psycholinguistics (MA level)
- Research methods in psycholinguistics (MA & PhD levels)
- Statistics for linguistic research: introductory level for MA students
- Advanced statistics for linguistic research (PhD level)

**Note:** We are on a semester system (14 weeks) and one class meeting period (komar) lasts 100 minutes. The successful candidate will generally be responsible for teaching 9 or more courses per year. Fixed term faculty, however, are expected to teach 4-6 classes per semester.

3. **Number of faculty to be hired**

1 person
4. Status

- Whether or not the position will be offered with tenure-track qualification will be decided on the basis of a comprehensive screening of the applicant’s academic and educational accomplishments and other relevant factors, and will be announced along with the result of the selection process.
- If the position is offered with a tenure-track qualification, the faculty member must abide by the following rules.
  - In principle, the tenure-track appointment is for three years, with the possibility of an extension of two years upon application if the member fails the tenure screening process. The application for an extension will be considered based on the applicant’s academic and educational accomplishments, performance of University/School duties, and other relevant aspects during the fixed term.
  - If an employment contract with Waseda university has existed at any time since April 1, 2013, regardless of job title, the period of employment and the possibility of reappointment itself may differ from the above description.
  - The faculty member will be able to apply to the Dean of the School for a tenured position in the 3rd year after appointment. Application for tenure will be decided in accordance with the school’s internal regulations. The application for tenure will be considered by a faculty screening committee based on the applicant’s academic and educational accomplishments, performance of University/School duties, and other relevant aspects. The University will decide whether to approve or disapprove the application. Details, such as the application period, will be notified to the relevant faculty member(s) accordingly.
  - The University may request the member to attend a designated Faculty Development program during the tenure-track period.

5. Date of Employment

- In principle, April 1, 2023. In case the applicant needs to apply for an employment visa, the date of employment will be September 1, 2023.

6. Duty, Salary and Benefits

<table>
<thead>
<tr>
<th>Category</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Duty hours</td>
<td>Scheduled working days and working hours (when you start/finish, rest periods) are based on the university regulations. The discretionary labor system for professional work will be applied to research work. Working hours and the way to proceed with work are at the discretion of faculty.</td>
</tr>
<tr>
<td>Place of Work</td>
<td>In principle at Waseda Campus</td>
</tr>
<tr>
<td>Salary</td>
<td>Provided in accordance with university regulations</td>
</tr>
<tr>
<td>Benefits and Commutation Expenses</td>
<td>Provided in accordance with university regulations</td>
</tr>
<tr>
<td>Retirement Payment</td>
<td>Provided in accordance with university regulations</td>
</tr>
<tr>
<td>Holidays and Vacations</td>
<td>New Year Holidays, National Holidays, and University Anniversary (excluding days specified by the university on which classes are held) Vacations determined in acts such as Labor Standard Acts and vacations determined by the university (e.g. summer and winter vacations, office shut-down periods.</td>
</tr>
<tr>
<td>Social Insurance</td>
<td>The employee shall be enrolled in the Employee's Pension Insurance, Health Insurance, Workmen's Compensation Insurance, and Employment Insurance.</td>
</tr>
</tbody>
</table>
7. Qualifications

(1) PhD or equivalent doctoral degree
(2) A demonstrated ability to teach in English at undergraduate level
(3) The ability to supervise at Master’s level in English
(4) The capacity to supervise and assess PhD dissertations written in English
(5) Proficiency in Japanese is preferred but is NOT a sine qua non

8. Documents to be submitted

Your application is completed when you submit both (1) and (2).

(1) Web Entry
Submit your information via the following website.
https://my.waseda.jp/application/noauth/application-detail-noauth?param=K8G60QnlFNhabtKZB9skw

(2) Documents

① A letter of application in English
   Explain your interest in and suitability for a faculty position at SILS / GSICCS (both in teaching and research).

② Curriculum Vitae in English
   Download the form, and complete it.
   *Please note whether you have a tenured position or not. Also indicate the title(s) in Japanese if you have position(s) in Japan.

③ Your teaching and research plan
   Provide course descriptions and syllabi for one course you might teach at SILS and for one course at GSICCS.
   Also, describe your broader future contribution to both Schools in terms of research.

④ Education and Research Achievement
   1. Download the form, and complete it.
      Additionally, following ‘2-3’ documents must be submitted.

   2. Research accomplishments
      Documents (including publications) relevant to your role as a researcher within five years before the application, and a summary of these publications (approximately one page, A4 size). With regard to forthcoming publications, please submit a letter from the publisher / journal editor verifying that they have been accepted for publication. In case of non-English research accomplishments, both English and original titles should be provided.

   3. Teaching accomplishments
      Documents (including publications) relevant to your role as a teacher, including course syllabi and any additional materials you wish to provide, such as class handouts. Summary of these documents (one page, A4 size).

⑤ Photocopy of diploma of highest degree(s)
Two recommendation letters (preferably in English, but Japanese is acceptable), signed and scanned, sent directly by the referees to the email address below, with institutional letterhead.

E-mail: sils-ap@list.waseda.jp

In addition to the two referees, please provide the name, affiliation, title and contact details (telephone number, and email address) of two other potential referees. This can be indicated with a note. They might be contacted during the selection process.

Note: All documents requested must be provided in English with the possible exception of recommendation letters and diplomas. The Curriculum Vitae ① and the Education and Research Achievements ④ must be written according to the Waseda template which can be downloaded. All other documents requested may be written in any format. In principle, the documents will not be returned to the applicant. Please further note that we are unable to respond to inquiries about the status of your application.

※ Please download the designated form from the following URL.
https://www.waseda.jp/fire/sils/en/employment/

9. Mailing Address
Faculty Employment Search Committee (Psycholinguistics)
School of International Liberal Studies / Graduate School of International Culture and Communication Studies, Waseda University
1-6-1 Nishi-Waseda, Shinjuku-ku, Tokyo 169-8050, Japan
*On the envelope, please indicate the following in red: “Application Documents for Psycholinguistics”
*Please send your documents by registered post, or delivery services (couriers), to ensure that the application package can be tracked.
*Submission of application in person and by email will not be accepted.

10. Application Period
March 1, 2022 – June 30, 2022 (All application materials must arrive by June 30, 2022, 5pm)
*Applications submitted after the deadline date will not be accepted irrespective of the reason.

11. Application Process
(1) Preliminary screening will be based on the application documents. The results of the first stage of the screening will be notified to the email address stated in their curriculum vitae in early August 2022.
(2) Interviews (which will include a teaching demonstration) for the shortlisted applicants are scheduled to take place on Saturday, October 1st, 2022. In principle, interviews will be held in person on Waseda campus (Tokyo), but may be held online in case the search committee finds it necessary. Any interview transportation costs are to be borne by the applicant.
(3) Final result of the selection will be notified in late December 2022 (exact date tbc.).

12. Enquiries
Faculty Employment Search Committee (Psycholinguistics)
School of International Liberal Studies / Graduate School of International Culture and Communication Studies, Waseda University
E-mail: sils-ap@list.waseda.jp
13. Additional Information: For further information on the School of International Liberal Studies/Graduate School of International Culture and Communication Studies, please refer to:

All the personal information you have submitted will be used strictly for the purpose of candidate selection only. As far as personal information of an appointee is concerned, it will be retained in her/his record of employment. Personal information of all other applicants be disposed of strictly according to university regulations.

(*) 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.