

# **Faculty of Law, Waseda University**

## **Open Faculty Position for Nontenured Professor or Associate Professor**

### 1. Number of Positions Available

One (appointment date: April 1, 2025)

### 2. Rank and Affiliation

Nontenured faculty (Professor (non-tenure-track) or Associate Professor (non-tenure-track)) in the Faculty of Law.

\*Rank will be commensurate with the candidate's educational and professional background. Candidates will be notified of their rank by the final interview.

### 3. Term of Appointment

- (1) Three years (April 1, 2025 - March 31, 2028) with the possibility of renewals (subsequent terms will be for two years or less).
- (2) No individual can be employed by Waseda University for a continuous period over ten years. In addition, the appointment cannot be renewed beyond the academic year in which the individual turns 70 years old.
- (3) Notwithstanding above (1) and (2), if the applicant has already been under contract with Waseda University anytime after April 1, 2013 and has not had any "blank period", i.e. non-contract terms with Waseda University) of six months or more immediately before the commencement date of this appointment, then the length of appointment or renewal period may be shorter, regardless of the applicant's rank.

### 4. Qualifications

The applicant must satisfy requirements (1) and (2) below.

- (1) Satisfy any of the requirements below by the time of appointment (April 1, 2025).
  - Professor (non-tenure-track)
    - a. Have an outstanding research and teaching record and at least five years of experience as a university associate professor.
    - b. Have expertise and experience equivalent to the qualifications above.
  - Associate Professor (non-tenure-track)
    - a. Have an excellent research and teaching record and at least two years of experience as a university assistant professor.
    - b. Have an excellent research record and at least five years of experience as a research associate.
    - c. Have an excellent research record and at least five years combined as a research associate and assistant professor.
    - d. Have expertise and experience equivalent to the qualifications above.
- (2) ***Have Japanese language ability sufficient enough to fulfil faculty duties and tasks (in the case of non-native speakers of Japanese).***

### 5. Duties

Primary duties will involve teaching the following three courses in English within the Graduate School of Law's LL.M. in Asian Economic Integration and Law Course.

- 1) Conflict of Laws (Private International Law)

- 2) Commercial Arbitration in East Asia
- 3) Asia-Pacific Investment Law

In addition to the above three courses (semester), duties will include teaching in English an average of four class periods per week per year within the School of Law and Graduate School of Law (including thesis instruction in English). Candidates capable of providing instruction in legal advice techniques for business negotiation are preferable.

Duties related to university administration and research will also be assigned.

#### 6. Application Materials

(1) C.V.

(2) Research history (list of publications from most to least recent, separated into books, articles, international conference papers, etc.)

\*Please use the following format for (1) and (2) listed above.

[Please download the C.V. and research history format from the following URL.]

<https://waseda.box.com/v/lawcv-english>

(3) Offprints of no more than three representative works from the list above (photocopies are acceptable)

\*Apart from the three representative works, other achievements (e.g., research papers) indicative of relevant competencies may also be submitted.

(4) Graduation certificate of highest degree obtained

(5) Recommendation letter (optional)

#### 7. Notes Regarding Application

(1) Submit the application by registered post with the envelope labeled “Application for Nontenured Faculty Position in the Faculty of Law” in red.

(2) Application materials will not be returned.

(3) The applicant is responsible for all expenses, including postage and travel for interviews.

(4) Additional application materials may be requested.

(5) Any personal information gathered by the Faculty of Law will be handled appropriately in accordance with Waseda University regulations and will be used solely for hiring purposes.

#### 8. Application Deadline

July 29, 2024(Mon)

\*All required documents must be received by the Faculty of Law office no later than the designated deadline.

#### 9. Selection Method

(1) First round: Document screening

\*Applicants will be informed of the first-round results around the beginning of September through the email address provided on their c.v.

(2) Second round: Interview

\*Interviews are planned for late September 2024. Details will be provided to applicants who pass the first round.

\*Applicants will be informed of the second-round results in late October 2024 through the email address provided on their c.v.

#### 10. Mailing Address and Inquiries

Faculty of Law, Waseda University

(1st floor, Building No. 8, Waseda Campus)

1-6-1 Nishiwaseda, Shinjuku-ku, Tokyo, Japan 169-8050

E-Mail : [gakumu-law@list.waseda.jp](mailto:gakumu-law@list.waseda.jp)

\*Inquiries are accepted by email only (no phone calls). The Faculty of Law will not field inquiries regarding hiring criteria and the selection process.

#### 11. Notes on Duties

(1) The selected candidate is expected to make this appointment at Waseda University their primary occupation.

(2) As a rule, duties will be carried out on the campuses of Waseda University in principle.

#### 12. Work Hours

Work days, work hours (start time, end time, break time), etc., will be determined by Waseda University regulations. However, the Discretionary Labor System for Professional Work (working hours will be deemed as 8 hours per day) shall be in effect; due to the nature of research positions, time allocation, work methods and other such matters will be left to the individual's discretion.

#### 13. Salary and Benefits

(1) Salary: Determined by Waseda University regulations. Bonuses and retirement benefits will not be provided.

(2) Commutation allowance: Provided per Waseda University regulations.

(3) Social insurance: National Employees' Pension, Health Insurance, Workers' Compensation Insurance, and Employment Insurance will be provided.

(4) Days off: Saturday, Sunday, year-end and New Year's, national holidays, days off in lieu of days on which classes are held on a national holiday, and the anniversary of the university's founding. However, this excludes days on which the university has determined in advance that classes will be held.

(5) Leave: Provided per the Labor Standards Act and other statutes, and as determined by the university.

\*Waseda University is committed to enhancing the diversity and inclusion. In all matters related to faculty recruitment and promotion, the University prohibits any form of discrimination on the basis of sex, disability, sexual orientation and gender identity, nationality, ethnicity, creed, and age.

\* No smoking is allowed in all Waseda campuses except in the designated areas.