

Faculty of Political Science and Economics, Waseda University
Faculty Position Opening
in
Teaching Spanish as a Foreign Language

The Faculty of Political Science and Economics at Waseda University invites applications for the tenured position of Associate or full Professor in teaching Spanish as a foreign language. Located in central Tokyo, we are part of a leading research university in Japan.

1. Department and institution: Faculty of Political Science and Economics (FPSE), Waseda University
2. Area open for application: Teaching Spanish as a Foreign Language
3. Courses to teach:
Introductory, intermediate, and advanced Spanish; Spanish CLIL (Content and Language Integrated Learning); seminars; any other related course
4. Qualifications and requirements:
 - 1) Applicants hold or will have completed (by the time of appointment) a doctoral degree.
 - 2) Applicants have taught Spanish as a foreign language at a higher education institution.
 - 3) Applicants should be able to plan and implement FPSE's Spanish language curriculum and Spanish CLIL. They should also be capable of organizing and running Spanish CLIL in collaboration with FPSE members whose areas of specialization lie in political science and/or economics.
 - 4) Applicants should be able to teach courses and mentor students with Spanish as the medium of instruction.
 - 5) Applicants should be able to communicate in Japanese.
 - 6) It is desirable that applicants are competent in teaching courses with English as the medium of instruction.
 - 7) Applicants will demonstrate a keen interest in the social sciences as academic disciplines. They should be willing to participate actively in FPSE-led research.

5. Appointment: 1 position

6. Title: Associate Professor (tenured) or Professor (tenured)

The rank will be determined by the successful candidate's experience in Spanish language teaching, his or her academic and research accomplishments, and the Committee's evaluation of the candidate's performance throughout the screening process. The successful candidate will be notified of the title, and the salary, by the Dean at the final stage of the screening.

7. Salary and working conditions:

▪ Salary and allowances:

Salary and allowances will be paid in accordance with the regulations of the University.

▪ Working days and hours:

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. The nature of academic research being taken into account, working hours and the ways in which to proceed shall be at the discretion of each faculty member.

▪ Holidays:

Holidays are Saturdays, Sundays, New Year's holidays, legally recognized public holidays, and compensatory holidays appointed by the University for classes held on some public holidays and on the anniversary of the University's founding. Holidays fixed in advance by the University as working days will be excluded from compensation. When, under exceptional circumstances, teaching and other duties in FPSE are scheduled for holidays, Faculty employees are entitled to compensatory holidays.

▪ Leave:

Leave is determined by the Labor Standards Act and other related laws. In addition, some days are designated by the University as leave days.

▪ Social insurance:

Employees shall join schemes for employee pension, health insurance, labor insurance, and employment insurance.

▪ Research funding:

Individual research allowance: 210,000 yen per annum

Academic conference travel subsidy: 90,000 yen per annum

Academic conference travel subsidy (overseas): 110,000 yen per annum

Various competitive research grants/funds available at the University

8. Starting date:

April 1 or September 1, 2020 (alternatively, an agreed-upon later date)

9. Application:

Applications must be submitted via the following website:

https://www.wasedapse.jp/en/fpse2/eng_input.php

In “Application Category” on the screen, choose “Spanish.” In “References,” provide the contact information (name; affiliation; title; e-mail address) of two persons from whom FPSE may request, at some stage of the screening, letters of recommendation.

Upload the following documents in PDF files:

- 1) Cover letter (please download the form from the website; to be filled out in Japanese and/or English) to “(1) Application form/Cover letter”
- 2) Curriculum vitae (in any format; the Waseda template downloadable from the website; in either Japanese or English) to “(2) Curriculum vitae”
[Note: The CV should include a list of academic/professional accomplishments, with peer-reviewed books/articles clearly marked]
- 3) Statement of research and teaching interests (in any format) to “(3) Additional application material 1”

The statement should include the following:

(3-A) a summary of three major academic works [for each piece, approx. 600 characters in Japanese *and* approx. 300 words in either Spanish or English]

(3-B) a statement of current and future research plans [approx. 1,000 characters in Japanese *and* approx. 500 words in either Spanish or English]

(3-C) a statement of teaching plans or interests [approx. 1,000 characters in Japanese *and* approx. 500 words in either Spanish or English]

4) Three major academic works to “(4) Additional application material 2,” “(5) Additional application material 3,” and “(6) Additional application material 4”

[Note: Send any books (not to be returned to the applicant) directly to:

Attn: Application for Faculty Position in Spanish

Faculty of Political Science and Economics, Waseda University

1-6-1 Nishi Waseda, Shinjuku, Tokyo 169-8050 Japan]

The receipt of the application will be acknowledged by e-mail within 10 days after the application deadline.

This document in its original form, the prescribed forms, and the instructions for applicants are available at the following address:

<https://www.waseda.jp/fpse/pse/news-en/2019/07/12/10362/>

10. Application deadline: 1:00 p.m. (JST) on Tuesday, September 10, 2019

11. Screening:

There will be three stages in the recruitment process: 1) shortlisting; 2) the Committee having an interview with each shortlisted candidate; and 3) the Dean having an interview with the successful candidate. The outcome of the shortlisting process will be notified to all the applicants in late October, 2019. Interviews with shortlisted candidates are expected to take place in November. Each interviewee will also give a condensed version of a course lecture along with a presentation on any part of his or her research. Please note that shortlisted candidates will be asked to send a copy of the doctoral degree certificate (or an equivalent document) to FPSE prior to the date of the interview.

Inquiries: pse-hr-spanish@list.waseda.jp

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.