

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

The Faculty of Political Science and Economics at Waseda University invites applications for the tenured position of Professor or Associate Professor in Russian Studies and Russian 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. Field: Russian Studies and Russian as a Foreign Language
3. Courses to teach:  
Russian and CLIL (Content and Language Integrated Learning) courses in Russian for undergraduate programs; courses in Russian Studies for postgraduate programs; related courses
4. Qualifications and requirements:
  - 1) Applicants hold or will have completed (by the time of appointment) a doctoral degree.
  - 2) Applicants should be able to teach Russian and CLIL courses in Russian, to coordinate the curriculum of Russian as a Foreign Language, and to contribute to the foreign language education system of the Faculty by collaborating with other faculty members who teach languages.
  - 3) Applicants should be able to teach Russian Studies and supervise students at either the Graduate School of Political Science or the Graduate School of Economics.
  - 4) Applicants should be able to teach methodology courses at either the Graduate School of Political Science or the Graduate School of Economics.
  - 5) Applicants should be able to teach their courses in English.
  - 6) It is desirable for applicants to be able to communicate in Japanese and to have taught Russian as a Foreign Language at a higher education institution.

5. Number of positions available: One

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

The rank will be determined by the successful candidate's experience in 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 process.

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 (starting/finishing times; rest periods) are based on the regulations of the University. 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 related laws. In addition, some days are designated by the University as leave days.

Social insurance:

Employees shall join schemes for an 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 are available at the University.

8. Starting date:

September 1, 2020, or April 1, 2021 (alternatively, an agreed-upon later date)

9. Application:

Applications must be submitted via the following website:

[https://www.wasedapse.jp/en/fpse1/eng\\_input.php](https://www.wasedapse.jp/en/fpse1/eng_input.php)

In the “Application Category” on the screen, choose “Russian Studies/ Russian.” In “References,” provide the contact information (name, affiliation, title, email address) of two persons from whom FPSE may request, at some stage of the screening, letters of recommendation.

Upload the following documents as PDF files:

- 1) Cover letter (please download the form from the website; it should be filled out in English or Japanese) to “(1) Application form/Cover letter”
- 2) Curriculum vitae (in any format; the Waseda template is downloadable from the website; it should be filled out in English or Japanese) 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. 300 words in Russian *and* approx. 300 words in English]

(3-B) a statement concerning current and future research plans [approx. 500

words in Russian *and* approx. 500 words in English]

(3-C) a statement concerning the teaching of CLIL courses in Russian [approx. 500 words in Russian *and* approx. 500 words in 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 book (not to be returned to the applicant) directly to:

Attn: Application for Faculty Position in Russian Studies/Russian,

Faculty of Political Science and Economics, Waseda University

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

Documents in their original form, prescribed forms, and instructions for applicants are available at the following address:

<https://www.waseda.jp/fpse/pse/news-en/2019/11/17/11183/>

10. Application deadline: 1:00 p.m. (JST) on Friday, January 10, 2020

11. Screening:

There will be three stages in the recruitment process: 1) shortlisting; 2) the Committee’s interview with each shortlisted candidate; and 3) the Dean’s interview with the successful candidate. The outcome of the shortlisting process will be notified to all applicants by the end of February 2020. The date of the interviews with shortlisted candidates will be announced in due course. Each interviewee will also be asked to 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 equivalent document) to FPSE prior to the date of the interview.

Inquiries: [pse-hr-russian-studies@list.waseda.jp](mailto:pse-hr-russian-studies@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.