

October 12, 2010

To : Presidents of Relevant Universities,
Deans of Relevant Colleges,
Deans of Relevant Graduate Schools,
Heads of Relevant Organizations,

Full-time Position Recruitment

I hope this message finds you and yours in good standing.

College of Policy Science, Ritsumeikan University is now recruiting a permanent faculty member.

We would very much appreciate it if you could relay the following to your concerned departments:

1. Areas of Specialization: Linguistics, Areas related to English education as foreign language
2. Responsibilities:
 - a. Teaching English in language education subjects
 - b. Coordination for “English subjects in cooperation with subjects of policy science;” in English-taught international courses which will start in 2012
 - c. Tasks as a committee member at the College and the whole University
3. Responsible subjects: English 102, 104 (Speaking), and 207 (Writing), English subjects in corporation with subjects of policy science, and so on
4. Position Available: Professor or Associate Professor
5. Openings: 1
6. Starting Date: April 1, 2011
7. Qualification Requirements

- a) Holding a Ph.D. in the above mentioned areas or having the same level research achievement as Ph.D.
- b) Having 3 or more publications in the above mentioned areas
- c) Capable of teaching English in the area of Social Science including political science, public administration, economics, and law
- d) Being a native speaker of English and having sufficient command of Japanese in daily school work
- e) Having experience in teaching at a college or university in Japan

8. Type of Recruitment: Public

9. Documents to Submit

- a. Personal data sheet - Form 1
- b. Education and Research achievement sheet - Form 2
For Forms 1 and 2, please download at
http://www.ritsumeijp/job/office/rireki_003.doc .
- c. Research achievements (4 copies of 3 major works listed in Form 2. Photocopies are acceptable for 3 copies for each.)
Please understand that your submitted documents will not be returned.
- d. Certificate of degree (A photocopy is acceptable.)
- e. An envelope for reply: Please fill in your address and name in advance. This is to let you know the result of the selection.

* Your medical examination report is unnecessary at this point, but you will need to undertake a medical checkup at the Medical Service Center at Ritsumeikan University if you are selected, by the time of the employment.

10. Application Deadline: By Tuesday, November 2, 2010

11. Submission Address and Contact

- Address- Dean Yutaka Honda

College of Policy Science

Ritsumeikan University

56-1, Tojiin-kitamachi, Kita-ku, Kyoto, Japan 603-8577

* Please write "English and English subjects in cooperation with subjects of policy science" in red on the envelope and send via registered mail.

- Contact- Ms. Ikuko Shimizu

Administrative Office

College of Policy Science

TEL: (+81)-75-465-8166 FAX: (+81)-75-465-8281

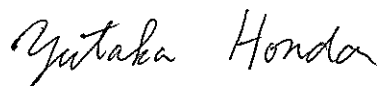
Email: shimizui@st.ritsumei.ac.jp

9. Selection Process

Preliminary screening based on submitted documents

Successful candidates may be asked to be interviewed or have a trial class. The dates will be announced from the early to middle December, 2010. Transportation fee will be provided for this.

Regards,



Yutaka Honda
Dean of College of Policy Science
Ritsumeikan University