International Christian University

College of Liberal Arts

Announcement of Faculty Position in Japanese Language Program

Outline	International Christian University (ICU) is a private and bilingual university that provides a first-class liberal arts education in a culturally and religiously diverse international community of students, faculty and staff. ICU's educational mission is based on Christian and democratic principles. ICU has approximately 3,000 students and over 150 faculty members from Japan and overseas. The university is located on a wooded campus in the suburbs of Tokyo. ICU operates on a trimester system and offers two tracks to help students from diverse linguistic and cultural backgrounds acquire the Japanese communication skills necessary for academic and daily life at the university: "Japanese as a Foreign Language Track" and "Japanese as a First or Heritage Language Track". Students enroll in courses according to their linguistic background, proficiency, and learning needs. We are pleased to invite applications for two full-time teaching positions in the Japanese Language Program (JLP) at the College of Liberal Arts, as follows.
Department/ Program	Japanese Language Program (JLP)
Rank & Title	Instructor (tenured)
Employment	Full-time
Term of Employment	Employment until the mandatory retirement age of 65.
Employment Conditions	1. Salary: In accordance with ICU employment regulations. See URL for details. https://www.icu.ac.jp/other/img/announcement_ref.pdf 2. Allowances: Available, in accordance with ICU employment regulations (e.g., commuting allowance). 3. Working hours: In accordance with ICU employment regulations. 4. Social insurance: Coverage by Promotion and Mutual Aid Corporation for Private Schools of Japan (PMAC), workers' compensation, etc.
Number of Positions	2

Qualifications	1. A master's degree or higher in Japanese language education or a related field. 2. At least five years of Japanese language teaching experience at institutions of higher education. 3. Qualified to teach courses related to Japanese language education in a Registered Japanese Language Teacher Training Program. 4. Sufficient proficiency in Japanese to perform the duties of the position, as well as sufficient proficiency in English to provide guidance to students and participate in meetings conducted in English. There are no restrictions regarding first language or nationality. 5. The ability to understand ICU's mission, share the JLP's educational and administrative policies, and contribute as a team member 6. An understanding of and active support for the purpose of ICU as expressed in the following statement from the University Regulations: *"The aims of International Christian University … are to create an academic climate of freedom and reverence based on Christian ideals and to nurture conscientious and honorable individuals endowed with an international liberal education and the judgment to play a positive role as citizens of a democratic society."* 7. Holding, or expecting to obtain, the national qualification of Registered Japanese Language Teacher is desirable.
Deadline for Applications	Applications must be submitted online no later than 10:00 am (JST) on Wednesday, March 31, 2027. (The deadline may be extended until an appropriate candidate is found.)
Starting Date	April 1, 2028
Application and Selection Process	1. Register your application online and submit all the application materials online as described below. https://business.form-mailer.jp/fms/5243fb51371041 2. Candidates who pass the initial screening will be invited to complete a teaching demonstration component and attend an interview in May 2027. (Applicants will be notified of the outcome by email.)
Application Materials	(1) Curriculum Vitae CV should be written in both English and Japanese. The format is free. Click the link below to download an optional template. [Click here to download a Word document] (2) List of Academic Publications and Other Scholarly Achievements Do not submit actual publications unless requested.

	(3) Name and contact information of three academic referees. For candidates selected for an interview, ICU will contact the three referees directly to request letters of recommendation. If a letter is written in Japanese, an English translation must be attached. (4) A statement describing your views on the following three topics The essay should be written in both English and Japanese. The format is free. i) Japanese language education in liberal arts education ii) The relationship between teaching and research iii) Your contribution to ICU as a Christian Note: If you are not a Christian, please describe how you would contribute to ICU's Christian ideals. (5) An essay describing why you are applying for the position. The essay should be written in both Japanese and English. Approximately 1200 characters in Japanese and 600 words in English. The format is flexible. (6) Lesson plan for a Japanese as a foreign language class The plan should be written in Japanese. *A notification e-mail will be automatically sent after uploading. If you experience any problems with online submission, please contact the person listed below by email. Please note that the automated notification email cannot accept replies. File requirements: ・ Format: PDF ・ Size: Maximum 3 MB per file ・ Combine the documents into one file if possible. ・ File name: Family name_All (e.g., Smith_All) *If it is not possible to combine the documents into one file, name the files as follows. Family name_CV, Family name_publication, Family name_references, Family name_statement, Family name_essay, Family name_lesson Personal information contained in the application materials will be used solely for the purpose of this selection process.
Contact Address	3-10-2 Osawa, Mitaka, Tokyo 181-8585, JAPAN
Contact Person	Ms. Ikumi Ozawa

Position of Contact Person	Director, Japanese Language Program
Email	jlp-search@icu.ac.jp
Additional Information	For inquiries, please use the above email address.