

Tokyo Medical and Dental University
1-5-45 Yushima, Bunkyo-ku,
Tokyo 113 - 8510, JAPAN
TEL: +81-3-5803-5072
November 12, 2021

To whom it may concern,

**Open call for candidates of Professor
in Institute of Education,
Tokyo Medical and Dental University**

Please be informed that our University has decided to openly recruit a professor in Institute of Education as follows. Therefore, we would like each university and research institute to widely introduce this matter to the various parties concerned.

I appreciate your cooperation in advance.

Recruitment Notice

1. Position / Number of positions: Professor / a few positions
2. Organization and Department: Institute of Education
Place of work: Tokyo Medical and Dental University Kounodai Campus
2-8-30 Kounodai, Ichikawa-shi, Chiba 272-0827 Japan
Passive smoking prevention measure: No Smoking in university premises
3. Job duties: The following tasks in Institute of Education
 - (1) Education and research activities in terms of either Political Science or Sociology
 - (2) Conducting the course of Ethical, Legal, and Social Issues (ELSI)
 - (3) Implementation of curriculum formation and university administration
4. Required qualification:
 - (1) A doctoral degree holder (or a person who has similar level of research achievements to a doctorate)
 - (2) Comprehension and enthusiasm regarding Liberal Arts and Sciences

*Our university promotes support for female researchers and expects active application from female researchers (faculty members).
5. Starting Date: The earliest possible date after hiring decision

6. Employment status: Full-time

(The period of term is 5 years. Contract renewal will be judged by performance review during the term. For more information, refer to the following URL. The retirement age for our university is 65 years old.)

<http://www.tmd.ac.jp/cmn/rules/houki/3hen/2shou/4setsu/32403kyouinninki.pdf>

Trial period: 6 months from employed date

Salary: An annual salary and allowance will be provided in accordance with our University salary regulations.

*The amount equivalent to the bonus is included in the annual salary.

Working hours: Discretionary labor system

Monday to Friday 8:30-17:15 basis, entrust on employee discretionary
(by professional discretionary labor system, working hours are regarded as 7 hours 45 minutes)

Day off: Saturday, Sunday, National Holiday, December 29 to January 3

Holiday: Annual paid leave, special paid leave, sick paid leave, etc. by our university regulations

Social insurance etc.: Ministry of Education, Culture, Sports, Science and Technology mutual aid association health insurance, Mutual aid pension, Employment insurance, Workers' compensation insurance

Allowances: Commuting allowances etc. by our university regulations.

7. Requested documents:

- (1) Curriculum Vitae (including photo of the applicant)
- (2) List of research achievements (including Grants and External funds)
- (3) List of research achievement surveys (in designated format)
- (4) Outline of past educational and research activities and motivation letter about education of Liberal Arts and Sciences
- (5) Letter of recommendation (Not compulsory necessarily)

*Regarding the format (1) to (3), please contact the General Affairs of Educational Planning Section, Administrative Division, and Institute of Education by e-mail in advance, and receive the data in the specified format.

(4)and (5) are in any format (A4 size is preferable).

8. Application deadline: November 22, 2021 (Postmark on the day is valid.)

9. Selection process: 1st selection : document screening and presentation

(Duration of the selection is going to be approximately 15 minutes.

Contents of the presentation will be self-introduction, outline of

past educational and research activities, and aspirations for future education of Liberal Arts and Sciences.)

2nd selection : interview, etc.

10. How to submit application documents:

The application documents should be uploaded on the website. Please check the link that will be sent to the email address applicants use to receive the application forms.

11. Contact information:

General Affairs of Educational Planning Section, Administrative Division,
Institute of Education, Tokyo Medical and Dental University
1-5-45 Yushima, Bunkyo-ku, Tokyo 113 - 8510, JAPAN
TEL: +81-3-5803-5072
E-mail : gk-soumu@ml.tmd.ac.jp

*For inquiries by e-mail, please make the title " Regarding application for Professor in Institute of Education (Applicant's Name)".

12. Additional information:

The personal information contained in the application documents will not be used for purposes other than screening and recruitment.

Respectfully yours,

Noriyuki Wakabayashi

Executive Director / Executive Vice President,
Tokyo Medical and Dental University