

Date: July 9, 2021

**Faculty Position Vacancy  
University of Tsukuba  
Tsukuba, Japan**

**Deadline for Applications: September 3, 2021**

Master's and Doctoral Programs in International and Advanced Japanese Studies, Graduate School of Business Sciences, Humanities and Social Sciences, and the College of International Studies, School of Social and International Studies at the University of Tsukuba are inviting applicants for the faculty position of Assistant Professor (tenure track) in the field of Human Security, Multicultural Coexistence Policy.

**1. Position**

Assistant Professor (Candidates with exceptional overall qualifications may also be considered for the position of Associate Professor).

**2. Number of positions: ONE**

**3. Field of Research**

Human Security, Multicultural Coexistence Policy

**4. Start of Employment**

April 1, 2022

**5. Terms of Employment**

Assistant Professor: Tenure-track position for a five-year term. After an evaluation based on performance for five years, qualified candidates may be officially employed as a tenured faculty member. The Associate Professor position is tenured.

Salary is based on age, qualifications, and experience, per university policy.

**6. Institution & Location**

Faculty of Humanities and Social Sciences, University of Tsukuba

1-1-1 Ten'nodai, Tsukuba, Ibaraki, Japan 305-8571

**7. Responsibilities**

(1) Teaching assignments: lectures and seminars related to "Human Security", "Multicultural Coexistence Policy" at the Master's and Doctoral Programs in International and Advanced Japanese Studies; lectures and seminars related to "Human Security", "Multicultural Coexistence Policy" at the College of International Studies (undergraduate); other subjects.

(2) Related administrative duties.

**8. Qualifications**

(1) Ph.D. (in hand or expected to be obtained prior to the date of appointment)

(2) Excellent academic publications record in English.

- (3) Ability to conduct classes in English.
- (4) Ability to carry out administrative duties in Japanese.

### **9. Documents for application**

- (1) Curriculum Vitae (free form), including a detailed description of the applicant's educational background, academic and other professional experiences, date of birth, home and office addresses, telephone numbers, and email address. Please indicate any teaching experience at the college level or equivalent if applicable.
- (2) List of all publications and presentations (free form). The list should be grouped into the following categories: Doctoral dissertation, academic books, peer-reviewed academic papers, peer-reviewed international conference papers, non-peer-reviewed papers (ex: invited papers), others; academic presentations; and list of research fundings of the applicant as principal investigator.  
(For peer-reviewed academic papers, fill out IF=Impact Factor).
- (3) Five (5) main off-prints (books/papers) published in the past 5 years. Photocopies are acceptable. At least one publication should be in English. One publication older than 5 years can be included if it is an important work of the applicant.
- (4) Research plan at the University of Tsukuba (free form; 2000 characters in Japanese or 1500 words in English).
- (5) Essay on teaching and research at the University of Tsukuba (free form; 800 characters in Japanese or 600 words in English).
- (6) Consent to Processing and Extraterritorial Transfer of Personal Data under GDPR (EU General Data Protection Regulation)  
(Applicants live in the countries that make up the European Economic Area or in the United Kingdom of Great Britain and Northern Ireland submit the consent form).
- (7) A letter of recommendation (English or Japanese) from one referee who is familiar with the applicant's academic skills and activities.

\*The documents submitted would not be used for purposes other than recruitment evaluation.

(Submission by postal mail)

The documents (1) to (6) should be submitted either in paper, or in PDF format (media formats of CD, DVD or USB are acceptable) to the address indicated below. And one recommendation letter (7) should be enclosed in your submission.

(Submission by e-mail)

Online submission is also available. In this case, the documents (1) to (7) in PDF format should be submitted by e-mail to the e-mail address indicated below. A password should be set to the PDF files. Please send the password in another email.

### **10. Deadline for application**

September 3, 2021 (Friday) (Japan time)

### **11. Selection**

After the document screening, short-listed candidates will be invited for a research presentation (in English) and an interview (both in Japanese and English) in Tsukuba. If necessary, we may ask short-listed candidates to make a teaching demonstration in Tsukuba. However, both may be held online

depending on COVID-19 infection and other situations. Travel expenses to the University of Tsukuba will not be reimbursed.

## **12. Address to submit the application documents**

Dean of College of International Studies, University of Tsukuba  
1-1-1 Ten'nodai, Tsukuba, Ibaraki 305-8573, Japan

E-mail: [info#@#kokusai.tsukuba.ac.jp](mailto:info#@#kokusai.tsukuba.ac.jp) (delete the hash tags)

- \* Write in red “Position of Human Security, Multicultural Coexistence Policy” on the package, and send it by registered post.
- \* The title of the e-mail should be “Position of Human Security, Multicultural Coexistence Policy.”
- \* Submitted materials will not be returned unless a self-addressed self-stamped envelope is enclosed with your application materials.

## **13. Contact for Further Information**

Dean of College of International Studies, University of Tsukuba  
E-mail: [info#@#kokusai.tsukuba.ac.jp](mailto:info#@#kokusai.tsukuba.ac.jp) (delete the hash tags)

Consent to Processing and Extraterritorial Transfer of Personal Data  
under GDPR (EU General Data Protection Regulation)

The National University Corporation University of Tsukuba (“the Corporation” below) would like you to provide your personal data, for purposes indicated in Article 1 of this Consent Form, limited to a request for completion of human resources documents.

Personal data provided by persons located in the countries that make up the European Economic Area or in the United Kingdom of Great Britain and Northern Ireland (“the EEA, etc.” below) will be appropriately processed with an awareness of the importance of security, in compliance with the EU General Data Protection Regulation No. 2016/679 in addition to the relevant laws and regulations of Japan and the regulations, etc. of the Corporation.

Additionally, the personal information that you provide will be transferred to the Corporation located outside of the territory of the EEA, etc.

Please provide your signature and submit it along with the human resources documents if you consent to this processing and extraterritorial transfer. However, whether or not you provide consent using this consent form, the processing and extraterritorial transfer of personal data based on the lawfulness of processing in Article 6, Paragraph 1 (b) of the GDPR and the lawfulness of extraterritorial transfer in Article 49, Paragraph 1 (b) will be considered lawful under those regulations, as provided for by Article 6 of this consent form.

#### 1 Purpose of Use of Personal Data

The Corporation shall use the personal data (including family information) provided for the following purposes.

- (1) Screening related to hiring (including confirming the content of the personal information provided and all other communication between the subject of the personal information and the University of Tsukuba in the process of recruitment screening)
- (2) Employment procedures
- (3) Personnel management (including operations with various information systems based on personnel management information)
- (4) Labor management
- (5) Healthcare
- (6) Procedures relating to tax, etc.
- (7) Various other administrative procedures required for activities related to hiring,

subsequent employment contracts, and personnel management (including sharing of personal information within the University of Tsukuba)

## 2 Control of Personal Data

The Corporation shall appropriately manage the personal data that are acquired, retain them for a period provided for by its regulations, etc., and establish measures necessary to prevent the leakage, loss, and damage of personal data.

## 3 Provision of Personal Data to Third Parties

In principle, the acquired personal data shall not be provided to third parties other than the Corporation except in cases where the consent of the data subject is obtained or on the basis of laws and regulations. However, to perform the operations described in Paragraph 1, personal data may be shared within the Corporation, provided to the third parties listed below, or shared with the said third parties.

- (1) Public institutions such as administrative agencies and courts
- (2) Private companies as necessary for implementing procedures

## 4 Outsourcing the Handling of Personal Information

Acquired personal data may be handled by a private company as necessary for implementing procedures in order to perform the operations described in Paragraph 1. In such a case, the Corporation shall supervise as needed the processor to whom such handling has been outsourced in order to ensure the proper security management of personal data.

## 5 Rights of the Data Subject

Data subjects have the rights listed below. If you wish to exercise these rights, etc., please get in touch using the contact information provided at the bottom of the consent form.

- (1) The right to access information related to personal data concerning him or her and information about the processing of personal data
- (2) The right to request rectification or erasure of personal data concerning him or her
- (3) The right to request that the controller limit processing related to data subjects
- (4) The right to data portability
- (5) The right to object to the processing of personal data concerning him or her
- (6) The right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning him or her or similarly significantly affects him or her.

- (7) The right to withdraw his or her consent without being subject to any disadvantages (however, this shall not affect the lawfulness of any processing based on consent prior to its withdrawal)
- (8) The right to lodge a complaint with a supervisory authority established by a country of the EEA, etc. for the purpose of supervising the application of the GDPR

#### 6 Supplement concerning the Lawfulness of the Processing and Extraterritorial Transfer of Personal Data

- (1) The lawfulness of processing when it is necessary for the performance of a contract to which the data subject is party or in order to establish measures at the request of the data subject prior to entering into said contract (GDPR Article 6, Paragraph 1 (b)) is considered to be lawful under the Regulation in question regardless of consent on this consent form.
- (2) The lawfulness of extraterritorial transfer when transfer is necessary for the performance of a contract between the data subject and the controller or in order to carry out measures at the request of the data subject prior to entering into said contract (GDPR Article 49, Paragraph 1 (b)) is considered to be lawful under the Regulation in question regardless of consent on this consent form.

#### 7 Contact Information

National University Corporation University of Tsukuba  
Academic Service Office for the Humanities and Social Sciences  
E-mail: jinsyasomu01@un.tsukuba.ac.jp

-----  
I consent to the above provisions of this consent form.

Date: \_\_\_\_\_, 20\_\_

Signature: