

Job Announcement: Okayama University Discovery Program for Global Learners

Full-Time Tenure-Track Faculty Position: Associate Professor or Lecturer of Management

1. Job Title: Associate Professor or Lecturer of Management

2. Appointment Status: Tenure-Track

3. Department: Faculty of General Education and Global Studies

4. Number of Positions: 1

5. Job Description:

(1) Teaching:

- Teach the following courses for the undergraduates in English in Discovery Program for Global Learners: Management courses such as public management under the “Social Innovation and Entrepreneurship” cluster, Research Seminars, and an Interdisciplinary Course. (There may be teaching opportunities in other faculties.)
- Advise and mentor undergraduate students and supervise and evaluate their Senior Project

(2) Service

- Serve on university and departmental committees
- Perform other service assignments, such as admissions, student recruitment, and public relations

(3) Research

- Conduct scholarly research

6. Qualifications:

- Ph.D. in management, business management, public management, or a closely related field (ABD with evidence that dissertation is near completion will also be considered)
- Evidence of excellence in teaching and mentoring students in English
- Professional working Japanese language proficiency
- Experience or interest in teaching and mentoring students of diverse backgrounds
- Willingness to relocate to Okayama City or its vicinity after appointment

7. Expected Start Date: April 1, 2026, or as soon as possible thereafter

8. Period of Employment:

The appointee will be on tenure track. The term of the appointment is five years, during which the appointee shall be considered for tenure following the internal rule in Faculty of General Education and Global Studies. See the link below:

(Japanese version only) <https://discovery.okayama-u.ac.jp/master/wp-content/uploads/2017/02/naiki.pdf>

Retirement age: 65 years old.

9. Terms of Employment, Salary, and Benefits:

- Terms of Employment: As defined by the university regulations (国立大学法人岡山大学就業規則等).
- Salary and Benefits: As specified by the university regulations (国立大学法人岡山大学年俸制適用職員給与規則等).

*The Regulations (Japanese version only) can be found in the link below: <https://www.okayama->

u.ac.jp/tp/profile/syokisoku.html

10. Application Materials:

- (1) Cover letter in English, including a description of the candidate's level of English and Japanese proficiency
- (2) Curriculum Vitae in English and Japanese (see Attachment 1 and 2 for format)
- (3) Teaching portfolio in English:
 - A teaching statement (800-1000 words)
 - Two sample course syllabi (one syllabus must be for public management) (See Attachment 3 for format)
 - Recent teaching evaluations (if available)
- (4) Two published writing samples in English
- (5) A copy of the diploma of the highest degree completed
- (6) Information sheet in English (see Attachment 4 for format)
- (7) At least two reference letters in English or Japanese

*A full copy of this job announcement can be downloaded from Okayama University's Faculty Vacancies page. See the links below:

(English version) https://www.okayama-u.ac.jp/eng/researchers_staff/Employment.html

(Japanese version) <https://www.okayama-u.ac.jp/tp/society/boshyu-kyoiku.html>

11. Application Deadline: September 19, 2025 (Friday). All materials must arrive by 5 pm (JST). All materials must be submitted by email.

12. Submission of Application:

Please email items (1)-(6) listed in the Application Materials section to the email addresses below.

Email: gdp_soumu@adm.okayama-u.ac.jp

Notes:

1. Documents (1)-(5) should be converted to PDF files and sent as separate attachments. Information sheet (6) must be sent as an Excel file.
 2. Please use the title "Application for tenure-track position" in the subject line.
 3. Reference letters (7) should be sent to the email addresses above directly from the candidate's references.
- *We do not accept telephone inquiries.

13. Selection Process:

After reviewing all applications, shortlisted candidates will be contacted to schedule an interview and a 30-minute teaching demonstration. Travel expenses will be covered by the applicant. Online interviews may also be possible. In some cases, a second interview may be required. The applicant will be notified of the results of the selection process by e-mail.

14. Other:

- In general, application materials cannot be returned. Personal information provided in the CV and other documents will be used solely for the selection process.
- Additional materials may be requested in the course of the selection process.
- If no suitable applicant is found, GDP may re-open the search.
- Okayama University promotes diversity and gender equality.