

Application Guidelines for Associate Professor Position
 Department of Global Agricultural Sciences (International Program in Agricultural Development Studies) ,
 Graduate School of Agricultural and Life Sciences, The University of Tokyo

1	Position	Associate Professor
2	Number of Positions	One
3	Starting Date	November 1, 2024 or the earliest possible date thereafter
4	Term of Employment	Fixed-term until March 31, 2028. Nonrenewable appointment. Contract renewal will be determined based on matters such as progress of the work engaged, performance, attitude towards work, health status, budget situation, and the workload at the end of the contract period.
5	Work location	1-1-1, Yayoi, Bunkyo-ku, Tokyo (University of Tokyo Yayoi Campus) Scope of change: The University will assign the faculty member to work at a designated location. (In principle, the faculty member will not be reassigned or transferred against his/her will. For details, please refer to Article 4 of the Regulations Concerning the Employment of University of Tokyo Faculty Members.)
6	Affiliation	International Program in Agricultural Development Studies (IPADS), Department of Global Agricultural Sciences, Graduate School of Agricultural and Life Sciences, The University of Tokyo Education, management and research related to the International Program in Agricultural Development Studies (IPADS) *Please look at the IPADS website (https://ipads.a.u-tokyo.ac.jp/).
7	Job Details	1) Education: Responsible for the courses including lectures, exercises and practices, and the promotion of international educational exchange. It is expected that the selected person for this position will use approximately 40 % of his/her effort for the educational activities. The person will be in charge of the courses which are close to his/her expertise from the following list (all in English). (Graduate School) IPADS Development Studies, IPADS Case Studies, IPADS Research Seminars I, IPADS Introductory Course, Practice in International Agricultural Development, IPADS Crop Management, IPADS Crop Science, IPADS Food Resources, IPADS Environmental Science, IPADS Plant Improvement, etc. (Faculty) Practice theory of International Development. In addition, the selected person may be in charge of the courses in the Junior Division of the College of Arts and Sciences. 2) Management: Works related to recruitment, before- and post-enrollment support of IPADS students. In addition, the selected person for this position may be in charge of admissions-related tasks, public relations, etc. It is expected that he/she will use approximately 40% of his/her effort for the management. 3) Research fields: Any research area related to international agricultural development regardless of the research discipline. It is expected that the selected person for this position will use approximately 20% of his/her effort for the research. Scope of change: The faculty member may be reassigned, concurrently assigned, or transferred to another position. (In principle, such an order will not be issued against his/her will. For details, please refer to Article 4 of the Regulations Concerning the Employment of University of Tokyo Faculty Members.)
8	Working Hours	Discretionary labor system: Working hours is deemed as 7 hours and 45 minutes per day
9	Days Off	Saturdays, Sundays, national holidays, and year-end through New Year holidays (from December 29 to January 3 of the following year).
10	Salary	Basic Salary will be decided taking your academic background, professional background, etc. into account. Wage Raise System: Yes Examples: Doctor / from JPY 340,000 Various Allowances: Bonus (twice a year), Commuting Allowance (basically up to JPY 55,000), and other allowances decided by the University
11	Insurance	Appointees will be enrolled in the Mutual Aid Association of Ministry of Education, Culture, Sports, Science, and Technology as well as employment insurance.
12	Required Qualifications	1) Ph.D. is preferred. The candidate who does not have Ph.D. must have a master's degree and more than 10 years experience in research or work experience in the field of agricultural development or international cooperation. 2) Capacity to actively perform duties related to the planning and operation of international education programs, and to provide support for international students after their acceptance and enrollment. Desirable to have obtained a doctorate or master's degree from a university outside his/her home country as an international student. 3) Capacity to conduct education and research in English in International Program in Agricultural Development Studies. 4) Capacity to communicate in the meetings conducted in Japanese.
13	Application documents	1) Curriculum vitae (Please use The University of Tokyo Standard Resume Form, downloadable from the following link: https://www.u-tokyo.ac.jp/en/about/jobs.html) 2) Declaration regarding past criminal penalties, administrative actions, and disciplinary actions due to sexual harassment and/or sexual violence etc. against students https://www.a.u-tokyo.ac.jp/wp-content/uploads/job/shobunrekitoushinkokusho_en.docx 3) List of academic publications (thesis, books, peer-reviewed research papers, reviews, patents, etc.) 4) Past teaching experiences (courses previously taught, experiences to teach as part-time lecturer, etc.) 5) List of social contribution (overview of work experience, international activities, activities in academic society, committee member, etc.) 6) Applicant's research accomplishment and work experience in the past and research plan (ca. 1000 words in English) 7) Applicant's educational activities in the past, and policy and approach for the education (ca. 1000 words in English) 8) Two referees (name, position, affiliation, and contact address, telephone number and email address) who can be asked to the applicant's research and educational career
14	Application Deadline	All documents must be received on or before (Friday, August 30, 2024) . After screening of the application materials, short-listed candidates will be interviewed.
15	Application method	All the application documents should be combined into one PDF file, and submitted as email attachments in pdf format, password protected and sent to yagi@frr.a.u-tokyo.ac.jp (please replace [at] with @). The password should be sent in another email.
16	Contact Information	1-1-1, Yayoi, Bunkyo-ku, Tokyo, 113-8657 JAPAN Department of Global Agricultural Sciences, Graduate School of Agricultural and Life Sciences, The University of Tokyo TEL: +81(0)3-5841-5599 E-mail: yagi@frr.a.u-tokyo.ac.jp (Please replace [at] with @.)
17	Probation Period	There will be a 14-day probationary period at the beginning of the appointment.
18	Employer	The University of Tokyo
19	Additional Information	Please note that application documents will not be returned. Personal information obtained through this application process will be used only for the screening and the recruiting of the applicants, never for any other purpose. The University of Tokyo promotes gender equality. We encourage applications from female researchers. Status of measures to prevent second-hand smoke: No smoking on the premises (There is a smoking area outdoors) If you are personally in contract with foreign governmental bodies, corporations or universities, or you are in receipt of a large benefit (financial or any other form) from foreign governmental bodies during the period of your employment, the provisions of the Foreign Exchange and Foreign Trade Act (FEFTA) may prohibit or restrict the sharing of technology that are designated as controlled technology possibly making it difficult for you to fulfill your duties as an academic or administrative staff of the university as a result. Therefore, in such cases it is necessary to keep such contracts/benefits within the scope where it does not hinder the sharing of technologies necessary for your duties by the university.