

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	Two (However, it is possible that only one candidate may be appointed)
3	Starting Date	September 1, 2025 or the earliest date thereafter (starting date is negotiable)
4	Term of Employment	Fixed-term (up to a minimum term ending on March 31, 2028). Successful candidates will be notified of the term of appointment and the possibility of renewal (up to a maximum term ending on March 31, 2035).  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
7	Job Details	Education, management and research related to the International Program in Agricultural Development Studies (IPADS) *Please look at the IPADS website ( <a href="https://ipads.a.u-tokyo.ac.jp/">https://ipads.a.u-tokyo.ac.jp/</a> ).  1) Education: Responsible for the promotion of international educational exchange, and the courses including lectures, exercises and practices. English subjects in charge: subjects that are closely related to the candidate's area of expertise from the list below. (Graduate School) IPADS Development Studies, IPADS Case Studies, IPADS Research Seminars 1, 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. The selected person may be also 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 and supporting students' overseas activities (education and research), as well as admissions-related tasks, public relations, including the coordination and communication with other departments and graduate schools within the university and external organizations.  3) Research fields: Any research area related to international agricultural development regardless of the research discipline.  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) Holding Ph.D. in agricultural sciences, development studies, or related area is desirable. If the applicant does not hold a Ph.D. degree, they must have more than 10 years of experience in agricultural development or international cooperation after completing an MSc degree. 2) Capacity to actively conduct education programs on international agricultural development, to initiate their planning works, and to provide support for international students after their acceptance and enrollment, including students' overseas activities. 3) Work experience at international organizations or academic/research institutions located outside of Japan. 4) Capacity to conduct education and research in English in International Program in Agricultural Development Studies. 5) Capacity to communicate in the meetings conducted in Japanese. Ability to communicate in writing in Japanese.
13	Application documents	1) Curriculum vitae (Please use The University of Tokyo Standard Resume Form, downloadable from the following link: <a href="https://www.a.u-tokyo.ac.jp/en/about/jobs.html">https://www.a.u-tokyo.ac.jp/en/about/jobs.html</a> ) 2) Declaration regarding past criminal penalties, administrative actions, and disciplinary actions due to sexual harassment and/or sexual violence etc. against students <a href="https://www.a.u-tokyo.ac.jp/wp-content/uploads/joh/shobunreckitoshinkokusho_en.docx">https://www.a.u-tokyo.ac.jp/wp-content/uploads/joh/shobunreckitoshinkokusho_en.docx</a> 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 June 20, 2025 (Friday). Upon receipt of the application documents, our selection committee will start a screening process to identify a candidate for an interview. The cost of the trip to attend the interview in Tokyo shall be covered by the applicant.
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 <a href="mailto:ykato[at]g.ecc.u-tokyo.ac.jp">ykato[at]g.ecc.u-tokyo.ac.jp</a> (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)3-5841-8045 E-mail: <a href="mailto:ykato[at]g.ecc.u-tokyo.ac.jp">ykato[at]g.ecc.u-tokyo.ac.jp</a> (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.