

Kwansei Gakuin University Institute of Business and Accounting
Full, Associate, or Assistant Professorship in Management (MBA)

1. **Background:** The successful candidate is expected to work in education at the MBA level in management. [<https://iba.kwansei.ac.jp/en/imce/>]
2. **Job Description:** The successful candidate is expected to commit to MBA lectures, doctoral courses, various coursework, and administrative duties, among others.
3. **Affiliation:** International Management Course, Institute of Business and Accounting, Kwansei Gakuin University
4. **Area of Expertise:** Management
5. **Number of Positions Available:** One
6. **Title of Position:** Full, Associate, or Assistant Professor for a full-time tenured position
7. **Responsibilities and Duties:** (1) MBA courses in English: “Cross-Cultural Management,” “Organizational Behavior,” “Designing Organizational Systems,” “Group Research Project,” “Individual Research,” (2) Doctoral courses in English, (3) Courses or seminars offered in English, (4) Administrative duties, such as student recruiting activities and entrance examinations, and other university duties, (5) Periodic assignments by the Dean
8. **Hiring Date:** April 1, 2025
9. **Application Deadline:** 23:59 on October 15, 2024
10. **How to Apply:** Submit the application documents through JREC-IN Portal [<https://jrecin.jst.go.jp/seek/SeekTop?ln=1>]
11. **Qualifications:**
 - (1) Ph.D. degree or equivalent doctorate degree.
 - (2) Teaching and research experience in management for more than 3 years.
 - (3) Proficiency in English.
 - (4) Commitment to administrative duties.
 - (5) Contribution to faculty diversity.
 - (6) Willingness to cooperate with colleagues.
 - (7) Understanding of education based on Christian principles.
 - (8) Willingness to reside near Kwansei Gakuin University.
12. **Application Documents:** Submit the following documents (1) through (5) by one PDF file in the JREC-IN Portal Web Application.
 - (1) One full curriculum vitae (CV) with a photograph taken within the last 12 months. The CV should include:
 - Email address and a mobile phone number.
 - At least three major publications highlighted with underlines.
 - (2) Three copies each of three major publications (papers/books) stated in the CV. For single-authored papers and co-authored books/papers, provide a PDF of the cover pages showing ISBN (and DOI if applicable) and the pages indicating contributions and authored chapters. For single-authored books, send three copies of the book by postal mail. The books will be returned later. Additional submission of the original materials may be requested. Contact below for any difficulties.
 - (3) A copy of Ph.D. or doctorate certificate.
 - (4) A sample syllabus on one A4 paper, including descriptions and teaching methodology (e.g., case studies, lectures) for one of the courses: “Cross-Cultural Management,” “Organizational Behavior,” or “Designing Organizational Systems.” The course should consist of 14 sessions of 100 minutes each.

For reference, visit [<https://syllabus.kwansei.ac.jp/>] and search for “97 経営戦略研究科” in the “Administrative Department” to select a course title.

(5) Two recommendation letters focusing on the applicant’s teaching, practical, or research experience.

13.Submission of Application Documents:

(1) Submit documents (1) through (5) of Section 12 by one PDF file in JREC-IN Portal. [<https://jrecin.jst.go.jp/seek/SeekTop?ln=1>] Go to the top page of JREC-IN, scroll down to the last page, and find "About JREC-IN Portal." Then click “Help.” In the "Help" section, find another “Help” in the middle. Then, the User’s manual. Follow the instructions provided on the site.

(2) The file name should be “IMC_First Name_Last Name (alphabetical).” For example, IMC_Kwangaku_Taro.

14.Selection Details:

(1) First round screening: By document review.

(2) Second round screening for those who have passed first round screening: By interview. Face-to-face interview and the applicant’s demonstration of teaching in English for an hour.

(3) Interview date: November 20, 2024. The time will be announced.

(4) No reimbursement for transportation and accommodation costs.

15.Treatment:

(1) Salary: As stipulated by Kwansei Gakuin Educational Foundation.

(2) Social insurance: Private University Mutual Aid Association, Unemployment Insurance, Defined Contribution Pension Plan.

(3) Campuses: Nishinomiya-Uegahara Campus and Osaka-Umeda Campus.

(4) Mandatory retirement age: 68 for professors, 65 for non-professors.

16.Contact: The Hiring Committee of Institute of Business and Accounting, Kwansei Gakuin University

1-155 Uegahara Ichibancho, Nishinomiya, Hyogo, 662-8501 Japan

Email: ibaoffice@kwansei.ac.jp

17.Others: Submitted documents, including personal information will not be used for any purpose other than selection and employment.

Kwansei Gakuin University verifies employees’ history of being subject to disciplinary action or other punitive measures for reasons such as sexual harassment and sexual violence, in accordance with a notice by the Director-General of the MEXT Higher Education Bureau regarding the promotion of initiatives to prevent sexual violence, including sexual harassment, which was issued on September 29, 2023. Therefore, if you have previously been subject to disciplinary action for reasons such as sexual violence, please be sure to include the details of the disciplinary action and the specific reasons for it in the "Awards and Penalties" section of your resume. Please also provide any disciplinary action for other harassment, including power harassment, research funding irregularities, or for any other reason. If you are found to have seriously falsified your track record in some way, such as misrepresenting your history of disciplinary action, you will be subject to revocation of employment or dismissal on disciplinary grounds.