

April 22, 2021

LI Yan
Chairperson, Establishment Committee of
College for Sustainable Development and Tourism (tentative name)
Ritsumeikan Asia Pacific University
Beppu, Oita, Japan

To whom it may concern:

Ritsumeikan Asia Pacific University: Call for Faculty Applications for the College for Sustainable Development and Tourism (Tentative Name)

I hope this letter finds you well.

Ritsumeikan Asia Pacific University (APU) is currently preparing to submit a notification of establishment to the Ministry of Education, Culture, Sports, Science and Technology (MEXT), Japan for the tentatively named College for Sustainable Development and Tourism, and as outlined below, we are set to begin recruiting new faculty for this college.

I kindly request that you provide this information to any interested individuals.

Please refer to the attachment for details about the new college and other fields for which we are recruiting. We are recruiting faculty for several fields, but there are no restrictions on applying for multiple positions.

1. Field, Number of Positions, and Type of Employment:

Field	Number of Positions
Tourism / Hospitality	A few

Type of Employment

- Permanent faculty member (tenured; under age 65 at the time of appointment)
- Fixed-term faculty member (tenure track; under age 65 at the time of appointment)
- Specially-appointed faculty member
 - * Please refer to the next page for an explanation of the tenure track system.
 - * The type of employment will depend on teaching and research achievements and work history. The candidate will be notified of the position when the hiring decision is made.
 - * The "Specially-appointed faculty member" are persons who have excellent research achievements and practical experience, or who have various networks, and are appointed for special needs in APU education and research. Period of appointment is one year (Contracts may be renewed up to four times. Please note that the maximum age for this position is 70.)

Position

- Professor, Associate Professor or Assistant Professor
 - * The position will depend on teaching and research achievements and work history. The candidate will be notified of the position when the hiring decision is made.

Subjects and Other Qualifications

- **Tourism / Hospitality**
 - Tourism Operations
 - Special Interest Tourism
 - Food and Beverage Operations

Revenue Management
Culture of Tourism
Sociology of Tourism
Tourism Economics
Tourism Destination Development and Planning
Agriculture and Tourism
Strategic Management
Social Entrepreneurship

- * The above subjects are assumed, and not all of the above subjects are taken into account.
- * In light of the educational needs of the university, candidates may be asked to teach other subjects giving consideration to their research fields and work experience. More specifically, these may include off-campus programs and field work subjects, the two areas on which the new college places particular emphasis, and subjects covering academic skills such as literature reviews and research methods.
- * Faculty members who satisfy the graduate instructor qualifications will also teach graduate subjects and supervise graduate students.
- * At APU, undergraduate subjects are offered in both English and Japanese, and graduate subjects are offered entirely in English. Official business on campus is conducted in either English or Japanese.

Application Requirements

To apply, you must meet all of the following criteria.

- 1) Must hold a doctoral degree in the field in question; however, individuals who do not possess a doctoral degree can apply if they have equivalent research achievements and/or practical experience. Or who are scheduled to obtain one by the date of appointment or soon after can also apply.
- 2) Must have a number of articles published in peer-reviewed journals commensurate. However, those with rich practical experience or those who expect to have a doctoral degree with good research potential also can apply.
- 3) Must be able to comfortably communicate in English when conducting official business on campus.

Expected Qualifications

- Must agree with the basic ideals, key objectives, and unique features of Ritsumeikan Asia Pacific University and display enthusiasm for teaching, research, and administration at APU.
- In light of the ideal student envisioned by the college and the kind of talent that society will need in the future (e.g., people who can adapt to change, create new value, and take initiative), we welcome applications with the following qualities.
 - 1) Experience with and enthusiasm for solving practical social issues through social entrepreneurship or other means
 - 2) Enthusiasm for applying technology to one's teaching and research activities (e.g., using information processing tools pertaining to one's area of expertise)
- We also welcome applications from individuals who have work experience with government agencies or international organizations.

We value diversity, so we look forward to receiving applications from individuals with wide and varied backgrounds and work experience.

2. Appointment Date: April 1, 2022

- * Although this is the preferred appointment date, candidates are welcome to consult with us about the possibility of appointments starting on October 1, 2021 or after October 1, 2022.

3. Period of Appointment:

- * Permanent faculty member: Until mandatory retirement (Under Japanese law, the mandatory retirement age is 65 for Professors and 60 for Associate Professors. Re-appointment after mandatory retirement as a specially-employed or continuously-employed faculty member is possible.)
- * Fixed-term faculty member: Five years (in accordance with the Act on Term of Office of University Teachers, etc.)
- * Specially-appointed faculty member: One year (Contracts may be renewed up to four times. Please note that the maximum age for this position is 70.)

About the Tenure-Track System

The university has a tenure-track system under which individuals appointed as fixed-term faculty members undergo an internal performance review of teaching, research, university service in their fourth year. After the screening, faculty members who satisfy the screening criteria stipulated in the internal regulations may be converted to tenured faculty members (employed until the mandatory retirement age) or re-appointed as fixed-term faculty members (depending on their position at the time of appointment). The evaluation of research achievements at the university focuses primarily on peer-reviewed publications.

4. Employment Conditions:

Based on University regulations.

- * Please refer to the attached “Ritsumeikan Asia Pacific University Employment Conditions (Benefits System)” for more information concerning research support systems (e.g., individual research allowances and research travel allowances), housing allowances, and other benefits.

5. Affiliation:

APU is currently preparing to open the tentatively named College for Sustainable Development and Tourism in April 2023. As shown in the table below, candidates will first be appointed to the College of Asia Pacific Studies, and they will transfer to the College for Sustainable Development and Tourism when it opens in April 2023.

Your name will be included on the list of faculty members that APU will submit to MEXT as part of its application for the establishment of the new college.

Date	Affiliation (Tentative)
From date of appointment until March 31, 2023	College of Asia Pacific Studies
April 1, 2023~	College for Sustainable Development and Tourism (tentative name)

- * We are still in the process of applying for approval. The college establishment plan is subject to change.

6. Required Documents: Please submit one copy of each of the required documents.

Please download forms (1) through (5) and the instructions for completion from the link below.

Download URL: <https://www.apu.ac.jp> → **Jobs at APU**

- | | |
|--|----------|
| (1) Curriculum vitae (with applicant’s signature, or printed name and seal) | [Form 1] |
| (2) Education, Employment and Research Experience | [Form 1] |
| (3) List of Major Education/Research Projects and Other Achievements | [Form 2] |
| (4) Microsoft Word files of Items (1) through (3) on CD-R or USB flash memory (Name and seal not required) | |
| (5) Language Proficiency Report | [Form 3] |
| (6) Potential Courses of Instruction | [Form 4] |

- (7) Statement of Intent for Application (please explain your teaching and research interests and qualifications) [No set format]
- (8) Copies of three major publication
 In principle, this should be peer reviewed papers or academic books. However, if the candidate are practitioner teacher or has a shorter career as a researcher, other achievements (materials that show the achievements and their summary described in Form 1) are also acceptable.
- (9) Names, current positions, and contact information of two references (We may contact your references if necessary.) [No set format]
- (10) Proof of highest level of education (Copy of diploma is acceptable)
- (11) Checklist for Document Submission [Form 5]

Important

- * Application documents can be submitted in either Japanese or English, but to facilitate the screening process, English versions of Items (1), (2), (3), and (7) are required. Please submit documents in both languages where possible.
- * If required during the screening process, candidates may be requested to provide additional details on past educational and research achievements.
- * Once a decision has been made on a candidate's appointment, he or she will be required to complete a health check using the university's official form.
- * Please note that all documents you submit cannot be returned. Any personal information that has been provided in the application will be handled with the utmost care in accordance with university regulations. The information will not be used for any other purpose than to screen candidates for employment.

7. Application Deadline: **Thursday, June 10, 2021** (Applications must be sent by post and arrive by this date)

8. Please submit completed application packets to:

Attn.: Personnel Affairs Supervisor, Academic Office
 Ritsumeikan Asia Pacific University
 1-1 Jumonjibaru, Beppu City, Oita Pref. 874-8577

- * Please be sure to send your application by registered mail (e.g., *kakitome yubin* in Japan) and mark "APS / New College (Tourism / Hospitality field) Faculty Member Application Enclosed" in red on the envelope.

- * Inquiries: Mr. NAGAMATSU
 Academic Office
 Ritsumeikan Asia Pacific University
 Email: freruit@apu.ac.jp

Subject: Application for APS / New College (Tourism / Hospitality field) Faculty Position

After you have mailed in your documents, please visit the following URL to notify us of your application. (This will help us confirm your application in the event that mail is delayed or not delivered.)

<https://survey2.apu.ac.jp/limesurvey/index.php/798883?lang=en>

9. Other:

- (1) During your interview, you will be asked to give a mock lecture to the interviewers and faculty observers. Mock lectures and interviews are scheduled to be held on Zoom. If we need to confirm anything with you, we may request to meet online before the official interview.
- (2) After consulting with the candidate, there may be a "special seminar" to present research results, etc. to the faculty of our university in addition to the mock lecture.

(3) Ritsumeikan Asia Pacific University is a smoke-free campus.

College of Sustainable Development and Tourism (tentative name)

Ritsumeikan Asia Pacific University (APU)

Toward Sustainable Development and Tourism

- Sustainability is the biggest challenge facing humanity, and research and education focused on sustainable development are becoming increasingly important.
- Regions/local communities are an important field for the practice of sustainable development. In tourist destinations, the importance of sustainable tourism is increasingly realized.
- In order to achieve sustainability in the midst of rapid globalization, it is necessary for regions/local communities to establish their presence in global society by discovering their individuality and promoting it as value.
- Discovering the individual features of each region that can serve as tourism resources, protecting these, and creating value in a sustainable manner will not only contribute to the development of the tourism industry, but also significantly help to eliminate economic disparities and poverty in developing countries by encouraging the development of a wide range of local industries and promoting regional revitalization. Tourism also brings people together through extraordinary experiences, and it is highly meaningful in terms of APU's basic philosophies of international mutual understanding, and diversity & inclusion.
- Japan's outlying cities and rural communities are facing a declining birthrate, aging population, and population decline as functions concentrate in large metropolitan areas, but these problems will soon become prevalent worldwide. From this base in Japan and the tourist destination of Beppu and Oita, this college will contribute to sustainable development by tackling the problems faced by regions throughout the world together with its students from 90 countries and regions.

Toward the realization of a sustainable society, which is the greatest challenge facing the world in the 21st century, the new college aims to develop human resources who can discover and produce the sustainable value (i.e., content) of a region, who comprehensively understand the significance and importance of tourism, and who can play an active role in the world.



Human Resource Development Goal

The cross-disciplinary curriculum in Sustainable Development and Tourism develops students' fundamental and professional knowledge, theoretical and practical understanding of contemporary issues, multilingual and intercultural skills and senses of civic responsibility. Students gain global and local perspectives, analytical and critical thinking by learning within and beyond classroom, and by partnership with different social actors.

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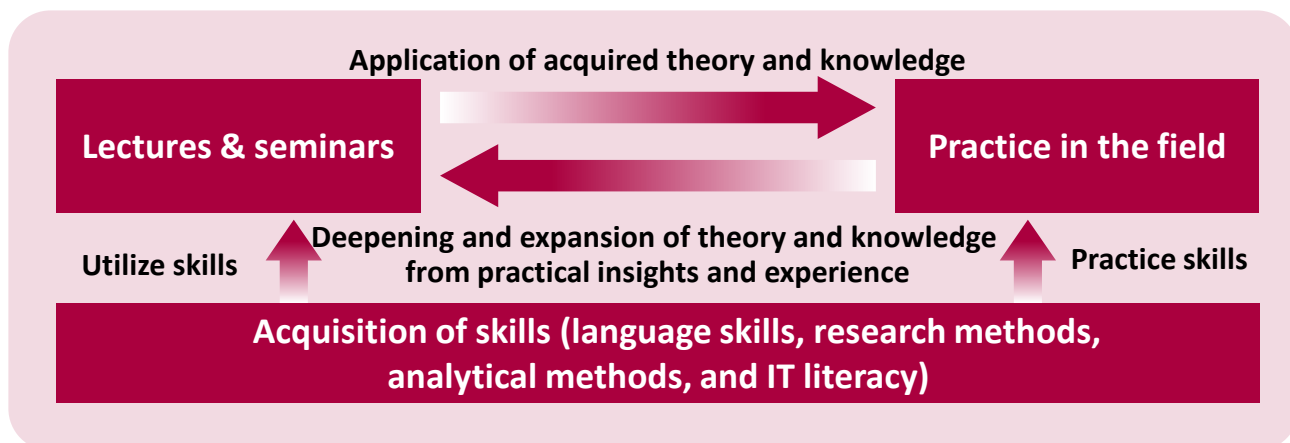
Characteristics of the New College

Internationalization: Education for global regional development and tourism

- ▶ In addition to APU's basic premise of offering classes in both Japanese and English and the fact that half of its students are international students, APU provides learning experiences on its unparalleled multicultural campus, including
 - ▶ **Courses on regional development and tourism taught by a diverse faculty from around the world**
 - ... 12 non-Japanese faculty from nine countries
 - * In the future, more faculty will be appointed to the new college.
 - ... Including those who have worked for international organizations or who have served as academic advisors to international organizations.

Teaching methods: Evolving from lecture-based education

- ▶ Goal: Developing **Academic-Practitioners (Scholar-Practitioners)** equipped with an understanding of both theory and practice
- ▶ Teaching methods: All students will engage their studies through a combination of lectures and seminars, practice in the field, and the acquisition of skills.
- ▶ Curriculum: The curriculum is designed so that the content of lectures and seminars, practice in the field, and the acquisition of skills are interlinked.



Social outreach programs, field studies, and internships: Providing students with a wide array of practical fields both in Japan and overseas

- ▶ **Cooperation with international organizations** (OHCHR, ILO, OECD, IEA/Geneva/Paris, UNWTO, FAO/Madrid/Rome, etc.)
- ▶ **Field studies in Japan and overseas** (Shanghai, Seoul, Stockholm, Canada, Vancouver, Oita-Beppu, Kunisaki World Agricultural Heritage Site, Kitakyushu, Arita Town (Saga Prefecture), Aso-Kuju National Park/Ministry of the Environment, etc.)
- ▶ **Collaboration with companies** (InterContinental Hotels, Kyushu Economic Federation, Japan Airlines, All Nippon Airways, etc.)
 - * Based on actual results. More partners to be developed.

Characteristics of the New College

Flexibility: Curriculum that corresponds to the careers that students want to pursue and the knowledge and skills they want to acquire

- ▶ We have adopted the **Concentration system**, which allows students to assemble a slate of classes from the curriculum according to their careers and the knowledge and skills they want to acquire.
- ▶ Each Concentration contains five to eight courses and students will take classes from three to five Concentrations.
- ▶ Learning consists of a combination of Sustainable Development and Tourism as well as a Common Education element designed to translate that learning into the creation of value for the region.

Sustainable Development 持続可能な開発

International Development
国際開発

Environmental Studies
環境学

Resource Management
資源マネジメント

Tourism and Hospitality 観光学

Tourism Studies
観光学

Tourism Industry and Operations
観光産業

Hospitality Operations
ホスピタリティ産業

Commons 共通領域

Regional Development
地域開発

Social Entrepreneurship
社会起業

Applied Technologies
応用技術

About APU

<https://www.apu.ac.jp/home/about/>

Job openings for faculty (for the new college and other fields)

<https://www.apu.ac.jp/home/contents/jobs.html/>

Ritsumeikan Asia Pacific University Employment Conditions (Benefits System)

1. Full-time Faculty Salaries (Annual payment sum of Monthly Salary, Commuting Allowance and Bonus)

Salaries are based on University regulations.

Examples (*)

- Assistant Professor (30 years old) Approx. ¥4,950,000~¥5,980,000
- Associate Professor (35 years old) Approx. ¥8,390,000
- Professor (50 years old) Approx. ¥11,750,000

*The above are examples and are not guaranteed

2. Benefits System

(1) Housing Provision (Rental Housing) (for Permanent Faculty Members, Tenured Senior Lecturers, and Fixed-Term Faculty Members)

Housing rented by the Ritsumeikan Trust will be provided through the related company.

(1) A company associated with APU will assist you in finding housing.

The company will also complete the paperwork for your contract with the real estate agent on your behalf.

(2) APU will cover the initial moving in expenses (security deposit and key money).

*As a rule, only once. You must cover these expenses yourself if you move again.

Rental Housing Residence Fee Subsidy

No. of members in the household (Including faculty member and dependents)	Base subsidy amount ("Amount equivalent to rent" includes monthly rent and common-area maintenance charges, but excludes parking charges.)	Base subsidy amount ("Amount equivalent to rent" includes monthly rent and common-area maintenance charges, but excludes parking charges.)
	per month	
1 person (faculty member only)	An amount equivalent to monthly rent (Up to a maximum of ¥60,000)	An amount equivalent to monthly rent (Up to a maximum of ¥720,000)
Up to 3 people	An amount equivalent to monthly rent (Up to a maximum of ¥80,000)	An amount equivalent to monthly rent (Up to a maximum of ¥960,000)
4 or more people	An amount equivalent to monthly rent (Up to a maximum of ¥100,000)	An amount equivalent to monthly rent (Up to a maximum of ¥1,200,000)

*If the rent for the place you live exceeds the above standard rent, you are responsible for the excess amount (deducted from your salary).

*5% of your rent (including common service charges) will be deducted from your salary as a usage fee. The minimum usage fee is ¥10,000.

For more details, please contact the Academic Office.

(2) Education and Child Care Subsidy (for Permanent Faculty Members, Tenured Senior Lecturers and Fixed-Term Faculty Members)

This allowance is issued to faculty and staff who have children under 25, upon application.

Education and Child Care Subsidy (Amount per child)

Category	Subsidy Amount (per month)		Subsidy Amount (annual basis)	
	Private Schools	Public schools (National, Prefectural, Municipal)	Private Schools	Public schools (National, Prefectural, Municipal)
Nursery school	¥5,000	¥5,000	¥60,000	¥60,000
Kindergarten	¥10,000	¥5,000	¥120,000	¥60,000
Elementary school student	¥10,000	¥5,000	¥120,000	¥60,000
Junior High school student	¥20,000	¥10,000	¥240,000	¥120,000
High school student	¥30,000	¥15,000	¥360,000	¥180,000
Vocational school student	¥30,000	¥15,000	¥360,000	¥180,000
Technical college /junior college student	¥40,000	¥20,000	¥480,000	¥240,000
University student	¥40,000	¥20,000	¥480,000	¥240,000
Graduate school student	¥50,000	¥25,000	¥600,000	¥300,000

Example: If you have one child attending private university and one child attending public high school

→ Subsidy amount: ¥55,000 (monthly amount) / ¥660,000 (annual amount)

There are predetermined conditions. For more details, please contact the Academic Office.

(3) Selectable benefits program

The Trust offers faculty and staff a “selection type(*)” benefits program operated by JTB Benefit Service, Inc. (* *Staff and faculty can choose from the options according to their needs*)