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 Vice-President in charge of Establishment of New College
 Ritsumeikan Asia Pacific University
 Beppu, Oita, Japan

To whom it may concern:

**Ritsumeikan Asia Pacific University: Call for Faculty Applications
 for the College of Sustainability 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 of Sustainability 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.

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

Field	Number of Positions
Social Entrepreneurship	A few

<p>Type of Employment</p> <ul style="list-style-type: none"> ● Fixed-term faculty member (tenure track; under age 65 at the time of appointment) <ul style="list-style-type: none"> * Assistant professors are on non-tenure-track employment at the time of appointment but this can be converted to tenure track. See below for more details. <p>Position</p> <ul style="list-style-type: none"> ● Assistant Professor or Associate Professor <ul style="list-style-type: none"> * 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. <p>Subjects and Other Qualifications</p> <ul style="list-style-type: none"> ● Social Entrepreneurship <ul style="list-style-type: none"> • Sustainable business (classes held in English) • NPO/NGO (classes held in English) • Candidates who can also teach Introduction to Accounting (classes held in English), Advanced Statistical Analysis (classes held in both Japanese and English) or Qualitative Research Methods (classes held in English) are preferred * 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.
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- * Faculty members who satisfy the graduate instructor qualifications may be asked to 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 of our faculty, including gender balance, so we look forward to receiving applications from individuals with wide and varied backgrounds and work experience.

2. Appointment Date: April 1, 2023

- * Although this is the preferred appointment date, candidates are welcome to consult with us about the possibility of appointments starting on October 1, 2023.

3. Period of Appointment: Five years (in accordance with the Act on Term of Office of University Teachers, etc.)

[The APU Tenure Track System]

Fixed-term faculty members (associate professors) hired under the tenure-track system are subject to an internal review of their performance in education, research, and university administration around the fourth year after their appointment. As a result of the review, if the faculty member meets the criteria for review in accordance with university regulations, the position will be changed to a tenure-track position and they will be rehired until retirement.

[Assistant Professors]

Ritsumeikan Asia Pacific University offers the Assistant Professor position to individuals who have just obtained or are about to obtain their Doctoral degree with the aim of nurturing new faculty members. Following their term as assistant professor, an internal review will be conducted on the faculty member's achievements in education and research. As a result of the review, if the faculty member meets the criteria for review in accordance with university

regulations, they will be promoted to the position of fixed-term associate professor. The tenure-track system will be applied to these fixed-term associate professors, and they will be able to change their job title to tenure-track position in accordance with the [The APU Tenure Track System] above.

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: College of Sustainability and Tourism (tentative name)

* APU is currently preparing to open the tentatively named College of Sustainability and Tourism in April 2023. We are still in the process of applying for approval. The college establishment plan is subject to change.

6. Required Documents:

Please download items (1) through (6), (8), (11) and instructions on how to complete information in the designated format (form) from the following website.

URL: www.apu.ac.jp in the “Jobs” section

- | | |
|---|--------------|
| (1) Curriculum vitae (Both PDF data and Microsoft Word data) | [Form 1] |
| Please include both a “Signed or Stamped PDF data” AND “Microsoft Word data (signature / seal not required)” | |
| (2) Education, Employment, and Research Experience (Microsoft Word) | [Form 1] |
| (3) List of Major Education / Research Projects and Other Achievements (Microsoft Word) | [Form 2] |
| (4) Language Proficiency Report (Microsoft Excel) | [Form 3] |
| (5) Potential Courses of Instruction (Microsoft Excel) | [Form 4] |
| (6) Statement of Intent for Application (Reason for applying to work at APU, etc.) | [Form 5] |
| (7) Copies of three major publications (books, theses, articles, etc.) (PDF) | |
| (Less than three also accepted, dissertation applications are acceptable if applicant is ABD) | |
| (8) Summary of publications included in (7) above. (In English, 1 A4 page or less) | [Form 6] |
| (9) Letters of Recommendation – Two recommendation letters | [Any Format] |
| Letters must denote the relationship between recommender and candidate. | |
| <u>Please ask the recommender to send the letter of recommendation directly to the email address shown in “8. Please submit completed application forms to : ” below.</u> Only letters of recommendation sent directly from recommenders will be accepted. | |
| (10) Proof of highest level of education (PDF) (Copy of diploma is acceptable). If a candidate is ABD, please submit proof of ABD. | |
| (11) Checklist for Document Submission (Microsoft Excel) | [Form 7] |

Send documents (1) – (8) and (10), (11) to the email address shown in section 8 below. After you submit documents (1) – (8), (10), and (11), please promptly fill out the survey below to indicate you have submitted your documents.

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

[Notes and Warnings]

- * Submission of items (1)- (6) above in both English and Japanese is preferred.

- * All submitted files should be password protected. The password should be sent to the email address shown in 8 in a separate email from the one with the files, as soon as possible after the files are sent.
- * All submitted files should have [Your Name] at the beginning of the file name.
- * You may be requested to provide additional details on your educational and research achievements as part of the screening process.
- * If you are offered a position at APU you will be requested to complete a health check and submit the results via our official form.
- * Please note that we will be unable to return any submitted documents. Any personal information provided as part of the application will be handled with the utmost care in accordance with University regulations. The information will not be used for any purpose other than screening candidates for employment.

7. Application Deadline:

Monday, June 27, 2022 by 23:59 (JST)

8. Please submit completed applications to:

E-mail: st-ap@apu.ac.jp

Subject: "New College ((3) Social Entrepreneurship) Faculty Application Documents"

***Please only use the above email address when submitting your application. If you have any questions or concerns, please contact us via the email address shown in "9. Inquiries" below.**

9. Inquiries:

Ritsumeikan Asia Pacific University Academic Office

E-mail: freruit@apu.ac.jp

Subject: "New College ((3) Social Entrepreneurship) Faculty Recruitment"

***Please do not send your application to this email address. The application should be sent to the email address shown in 8 above.**

10. Other:

- (1) Applicants who pass the document screening will be asked to give a presentation on their research and give a mock lecture to the interviewing committee at the time of the interview.
- (2) Ritsumeikan Asia Pacific University is a smoke-free campus. There are no smoking areas on campus.

End

Please refer to our website for more information on the University. (www.apu.ac.jp)

College of Sustainability and Tourism

*Planned for April 2023. Since the plan is underway, it is subject to change. The college name is tentative.

1

Purpose for establishing the new college

Responding to social conditions as well as academic reforms to strengthen fields where APU's strengths can be utilized.

*Planned for April 2023. ◦

World-level and community-level challenges

- Sustainability issues for human society, such as resource depletion, environmental pollution, and climate change
- Social changes due to the growth of the tourism industry, environmental and social burdens due to over tourism, etc.
- Regional revitalization in globalization

To respond to social conditions

- Education and research on sustainable society
- Education and research on sustainable tourism
- Theory and practice to form a sustainable community with the three pillars of environment, society, and economy
- Building a society that can meet the needs of future generations and those living in the present at the same time is a need for young people and is a "realistic goal."

Taking advantage of APU's strengths, responding as a new college

Taking advantage of APU's features, including achievements in education and research in environmental studies, development studies, tourism studies, etc. the location of Beppu, and students from 95 countries/regions, APU will responding to social demands by developing a new college

2

New College Overview

Name

サステナビリティ観光学部
サステナビリティ観光学科
College of Sustainability and Tourism
Department of Sustainability and Tourism

Degree

学士（サステナビリティ観光学）
Bachelor of Sustainability and Tourism

Intake Capacity

350

*Planned for April 2023, the installation plan is under concept. The installation plan is subject to change. The name of the faculty is tentative.

3

New College Concept

Mission

Our college adheres to APU's core values of freedom, peace, humanity and international understanding towards shaping the future of the Asia Pacific region. Our faculty and students form the **community of scholar-practitioners**, who employ scholarly knowledge and innovative research to solve contemporary issues and global challenges in sustainable development and tourism.

Human Resource Development Goals

The purposes of the College of Sustainability and Tourism is to develop human resources who can **cope with various challenges** and act responsibly as a global citizen by gaining a cross-disciplinary understanding of society and regions, acquiring **basic and specialized knowledge on the sustainable society and tourism**, and learning logical and critical thinking, qualitative and quantitative analysis, problem solving, and communication and collaboration in a cross-cultural environment through curriculum based on sociology in **collaboration with various social actors** both on and off campus.



*Planned for April 2023, the installation plan is under concept.

4

Teaching Content

Specialized subject group of social sciences

With 9 concentrations, curriculum that corresponds to the careers that students want to pursue and the knowledge and skills they want to acquire

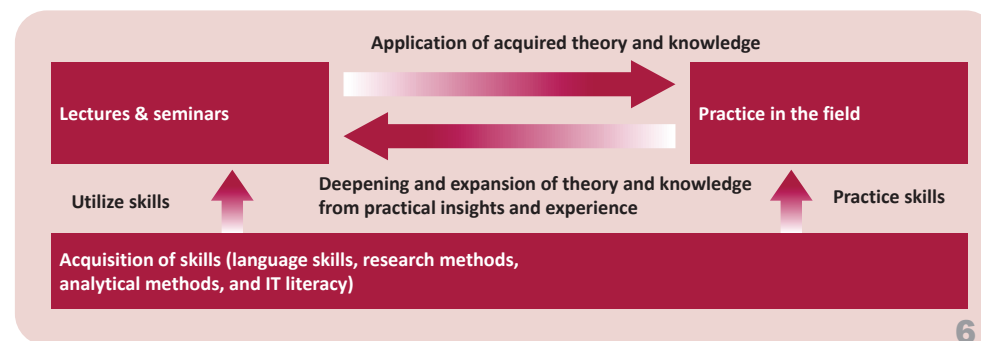
Concentration	Contents
環境学 Environmental Studies	Scientific fundamentals such as nature, society, economy, and education
資源マネジメント Resource Management	Focuses on a recycling-oriented society, energy, and climate change
国際開発 International Development	Top level learning of international development available in Japan, with sustainable development covered alongside with environment.
観光学 Tourism Studies	Fundamental tourism related to the economy and society as well as history and culture
観光産業 Tourism Industry Operations	Tourism industry analysis, new product creation, and marketing
ホスピタリティ産業 Hospitality Operation	Focuses on hotels and resorts
地域づくり Regional Development	Sustainable development and tourist area design
社会起業 Social Entrepreneurship	Social entrepreneurship and project management
データサイエンスと情報システム Data Science & Information System	ICT and its applications

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Teaching Methods

Evolving from lecture-based education

- Developing Academic-Practitioners (Scholar-Practitioners) equipped with an understanding of both theory and practice
- All students will engage their studies through a combination of lectures and seminars, practice in the field, and the acquisition of skills.



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Teaching Method

Off-Campus Study

Three types of off-campus studies are available, “field study”, “specialized internship”, and “specialized training” depending on the purpose and period. Students studying in the new faculty are required to do one of these.

Examples of Field Studies

- Heritage Tourism in Urban and Rural Landscapes (Italy, Spain)
- Roles and activities of international organizations (Switzerland, France, Tokyo)
- Sustainable Regional Value Creation: Survey in Iida City, Nagano Prefecture (Nagano Prefecture)

Collaborations with institutions and companies

Performance-based (planned to be further developed in the future)

- International Organizations (OHCHR, ILO, OECD, IEA, UNWTO, FAO, etc.)
- Corporate collaboration (InterContinental Hotel, Suginoi Hotel, Japan Airlines, All Nippon Airways, Oita Godo Shinbun, Oita Bank, etc.)
- Fieldwork in Japan and overseas (Shanghai, Seoul, Stockholm, Canada, Vancouver, Oita/Beppu, National East World Agricultural Heritage, Kitakyushu, Arita Town, Saga Prefecture, Aso Kuju National Park, Ministry of the Environment, etc.)



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Possible career paths

- CSR and ESG divisions from industries, general companies, and organizations related to forming a recycling-oriented society, preventing global warming, and conserving natural environment
- Tourist businesses (i.e. hotels, inns, and restaurants), and service businesses (i.e. wholesalers and retailers)
- Companies and organizations involved in community and regional development
- International, public, and non-governmental organizations
- Starting a business after going to graduate school

*Planned for April 2023, the installation plan is under concept. 8

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*)