

Ritsumeikan Asia Pacific University Faculty of Asia Pacific Studies Faculty Recruitment Guidelines

Dean, Faculty of Asia Pacific Studies, Ritsumeikan Asia Pacific University
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Ritsumeikan Asia Pacific University, Faculty of Asia Pacific Studies, is now accepting applications for faculty positions as detailed below.

Please review the details below and submit your application.

Field of Recruitment	International Relations
Research Field	① Major Category: Humanities and Social Sciences Subcategory: International Politics ② Major Category: Humanities and Social Sciences Subcategory: Law
Position Type	Employment Type: Fixed Term, Tenure-track, or Tenured Faculty Position: Assistant Professor (Fixed-Term), Associate Professor (Tenure-Track or Tenured), Professor (Tenured) *The university operates an Assistant Professor system to hire and develop faculty members who have recently earned their doctorate or are about to do so. After appointment as an Assistant Professor, an internal review will be conducted based on achievements in teaching, research, etc. If the review determines that the candidate meets the internal review criteria, they will be promoted to a fixed-term Associate Professor. This fixed-term Associate Professor position is subject to the tenure-track system, allowing for conversion to a tenure-track faculty position in accordance with the [Tenure-Track System] outlined below.
About the Tenure-Track System	For term-limited faculty hired under the tenure-track system, the university conducts an internal review around the third year of appointment, evaluating achievements in teaching, research, university administration, etc. If the review finds that the faculty member meets the evaluation criteria stipulated in university regulations, they are reappointed with a change in position to a tenure-track faculty position, which provides employment without a fixed term until retirement.
Job Description Courses Taught	① Language of the subjects taught Japanese (J) and English (E). ② Regarding Assigned Courses ▪ Candidates must be able to lecture in Japanese or English on at least two of the following undergraduate courses in the IR field: "Globalization and Law," "International Law," "Human Rights Theory," "Conflict and Development," "Globalization and Regionalism," "International Conflict Resolution," and "Post-Cold War Conflict and Geopolitics." ※ Depending on knowledge and experience, you may be assigned to teach other courses besides those listed above.

Number of Positions	1
Start Date	October 1, 2026 or April 1, 2027
Qualifications	Applicants must meet all of the following criteria ① and ② and be available to start work from the above start date. ① A candidate holding a PhD in the relevant field or who can obtain a PhD in the relevant field by the time of appointment. ② Must meet the requirements for "Job Description" and "Subjects Taught" ,and possess teaching experience and research achievements in the relevant field.
Expected Qualities	① Commitment to Ritsumeikan Asia Pacific University's philosophy, fundamental objectives, and characteristics, with enthusiasm for teaching at the university. ② Experience in university education is desirable. ③ Commitment to university administration and community engagement. ④ After the appointment, possess a strong commitment to acquiring the ability to perform university administration.
Employment Contract Period	For term-appointed faculty: 5 years *The maximum age for employment is 65 years old.
Affiliation Work Location	Asia Pacific Studies 1-1 Jumonjihara, Beppu City, Oita Prefecture, Ritsumeikan Asia Pacific University
Teaching Hours	Professor, Associate Professor: Average of 5 teaching hours per year (1 teaching hour = 100 minutes) Assistant Professor: Average of 4 teaching hours per year (1 teaching hour = 100 minutes)
Salary and Social Insurance	Please refer to the attached document "Ritsumeikan Asia Pacific University Employment Conditions (Compensation)."
Application Deadline	March 13, 2026 (Friday) ※Apply online via JREC-IN
Required Documents	① Personal Information Form and Academic Achievement Record [Form 1] Submit as a Microsoft Word file. ② Major Education/Research Projects and Achievements [Form 2] Submit as a Microsoft Word file. ③ Language Proficiency Declaration [Form 3] Submit as a Microsoft Excel file. ④ List of Courses You Can Teach [Form 4] Submit as a Microsoft Excel file. ⑤ Statement of Purpose [Form 5] (Regarding "Aspirations for Ritsumeikan Asia Pacific University," etc.) Submit in Microsoft Word format. ⑥ PDF files of three major achievements (books or papers) If you have fewer than 3 major achievements, 2 or fewer are acceptable. ABD candidates may

	include their dissertation proposal as a major achievement. ⑦ Summary of the above item ⑥ [Form 6] Each summary must be no more than one A4 page in English. For co-authored works, clearly indicate the applicant's contribution in the summary. Submit in Microsoft Word format. ⑧ Two Letters of Recommendation [Format Free] The letters must clearly state the relationship between the applicant and the recommender. Please ask your recommenders to send their letters directly to the email address below. Only letters sent directly by the recommenders will be accepted. E-mail: aps-ap@apu.ac.jp Use the subject line "APS (International Relations)". Submissions after the application deadline will not be accepted. ⑨ PDF data of the highest academic degree certificate (a copy of the degree certificate is also acceptable) For ABD status, documentation verifying ABD status ⑩ Document Submission Checklist [Form 7] Submit as a Microsoft Excel file <Note> * Prescribed forms can be downloaded from the JREC-IN University Recruitment Page. ※ Items ①, ②, and ⑤ above must be prepared and submitted in both Japanese and English. ※ All submitted files should have the document number and applicant's [Full Name] included at the beginning of the file name. ※ Additional supporting documents may be requested during the review process if necessary. ※ Submitted documents will not be returned. Please be advised. Personal information provided during the application will be managed appropriately in accordance with university regulations and will not be used for any purpose other than recruitment selection.
Submission Method	Submit via the JREC-IN web application system. ① Please begin the file name of each document with the document number followed by your [Full Name]. (Example) 1.[SATO HANAKO] Form1-EN.docx ② Combine all application documents other than item ⑧ into a single folder and compress it [Compression: Zip format / Maximum file size: 30MB] ③ Name the compressed folder using your name in Roman letters (half-width alphanumeric characters). (Example) SATOHanakko.zip ④ Apply online via the JREC-IN Portal. ▼JREC-IN Portal URL Link provided: https://jrecin.jst.go.jp/seek/SeekJorDetail?id=D125120940&ln=1 ※If you cannot apply via the JREC-IN Portal, it is suspected that the data size exceeds the limit (30MB maximum) or that the compressed folder title contains prohibited characters. Please ensure the data size is under 30MB and the compressed folder title uses only half-width alphanumeric characters and symbols before applying.

Selection Method	① Document Screening ② Interview Screening (※ You will be asked to give a presentation about your research and conduct a mock lecture, approximately half of each lecture will be conducted in English with the remainder in Japanese, with interviewers acting as students.) *Notification of acceptance/rejection will be sent via email in late July 2026.
Contact	Ritsumeikan Asia Pacific University Academic Office E-mail: freruit@apu.ac.jp Please use "APS (International Relations)" as the email subject line.
Other	▪ APS promotes diversity and inclusion. Based on Article 8 of the Act on Securing Equal Opportunity and Treatment between Men and Women in Employment (Equal Employment Opportunity Act), APS gives priority to hiring women when evaluations are equivalent during the selection process. ▪ Ritsumeikan Asia Pacific University is a smoke-free campus. There are no designated smoking areas on campus. ▪ The university values faculty diversity and welcomes applications from individuals with varied backgrounds and experiences. ▪ After a job offer is made, successful candidates must undergo a health examination using the university's designated forms.

Ritsumeikan Asia Pacific University Terms of Employment (Benefits)

1. Faculty Salary

*Based on actual salaries in 2024. Regulations are subject to change.

(1) Salary

Salaries are paid according to the salary regulations for each respective position.

(Examples)

The following are actual salaries (and allowances) that were paid to APU faculty in AY2024. Exact amounts may vary depending on year and individual circumstances. (Age as of April 2024)

- Assistant Professor: (Age 37, no dependent family members) Approx. 7.1 million yen
- Tenured Senior Lecturer: (Age 39, spouse, one junior high school child and one elementary school child) Approx. 8.4 million yen, (Age 54, no dependent family members) Approx. 8.7 million yen
- Associate Professor: (Age 42, no dependent family members) Approx. 11.0 million yen, (Age 52, spouse and one university-age child) Approx. 12.0 million yen
- Professor: (Age 51, spouse) Approx. 13.8 million yen, (Age 62, spouse) Approx. 13.9 million yen

*The salary for a specially-appointed faculty member is the amount set based on the employment contract.

(2) Allowances and other benefits at the time of employment

1. Moving Allowance (500,000 yen from overseas, 300,000 yen from within Japan*)

*Only if the distance from the nearest public transit stop at the previous place of residence to the nearest public transit stop at the new place of residence is at least 80 km.

2. Travel Expenses at the time of employment for faculty and dependent family members (actual expenses)

2. Benefits package

*Based on actual benefits in 2024. Program details are subject to change.

- (1) Provision of a place of residence (rental housing) (professors, associate professors, tenured senior lecturers and fixed-term faculty members *Specified in the employment contract for specially-appointed faculty members)

A residence rented by the Ritsumeikan Trust is provided through an associated company.

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

(Provide property information, accompany you to see potential residences, help you sign a rental agreement, and assist in the processes for electricity, gas, and water utilities when moving in)

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.

Housing Subsidy for rental housing

Number of residents (You and co-residing family members)	Standard subsidy amount (rent includes common service charges but not parking space fees)
	Monthly amount
1 person (you)	Rent equivalent (up to 60,000 yen)
Up to 3 people	Rent equivalent (up to 80,000 yen)
4 or more people	Rent equivalent (up to 100,000 yen)



Standard subsidy amount (rent includes common service charges but not parking space fees)
Annual basis
Rent equivalent (up to 720,000 yen)
Rent equivalent (up to 960,000 yen)
Rent equivalent (up to 1,200,000 yen)

*If the rent for your residence exceeds the above standard amount, you are responsible for the extra 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 yen.

- (2) **Housing Allowance** (professors, associate professors, tenured senior lecturers and fixed-term faculty members

*Specified in the employment contract for specially-appointed faculty members)

If you wish to move into a place of residence other than the rental housing described in (1) above in an individual housing agreement or if you own your own home, you can receive a housing allowance.

Housing Allowance (Monthly)

Number of residents (You and co-residing family members)	Standard subsidy amount (rent includes common service charges but not parking space fees)		Standard subsidy amount (rent includes common service charges but not parking space fees)
	Monthly amount		Annual basis
Privately-owned home	40,000 yen		480,000 yen
1 person (you)	Rent equivalent (up to 60,000 yen)		Rent equivalent (up to 720,000 yen)
Up to 3 people	Rent equivalent (up to 80,000 yen)		Rent equivalent (up to 960,000 yen)
4 or more people	Rent equivalent (up to 100,000 yen)		Rent equivalent (up to 1,200,000 yen)

*You are responsible for the deposit and key money and any other expenses.

*The general rule is that a privately-owned home is owned by you and a rental is owned by a third party.

*If you wish to look for a property other than rental housing and are not proficient in Japanese, we will provide support for finding accommodation.

(Provide rental information, accompany you to see potential residences, help you sign a rental agreement, and assist in the processes for electricity, gas, and water utilities when moving in)

(3) Education and Child Care Subsidy (professors, associate professors, tenured senior lecturers and fixed-term faculty members *Specially-appointed faculty members cannot receive education and childcare subsidies.)

Faculty and staff with children under age 25 who submit the required paperwork can receive the following allowances.

Education and Child Care Subsidy (Amount per child)

Type *Subsidies are not provided for children attending a type of school other than those listed below.	Subsidy amount (monthly)		Subsidy amount (annual basis)	
	Private	National or public	Private	National or public
Daycare	5,000 yen	5,000 yen	60,000 yen	60,000 yen
Kindergarten	10,000 yen	5,000 yen	120,000 yen	60,000 yen
Elementary school	10,000 yen	5,000 yen	120,000 yen	60,000 yen
Junior high school	20,000 yen	10,000 yen	240,000 yen	120,000 yen
High school	30,000 yen	15,000 yen	360,000 yen	180,000 yen
Specialized training school	30,000 yen	15,000 yen	360,000 yen	180,000 yen
National institute of technology or junior college	40,000 yen	20,000 yen	480,000 yen	240,000 yen
University	40,000 yen	20,000 yen	480,000 yen	240,000 yen
Graduate school	50,000 yen	25,000 yen	600,000 yen	300,000 yen

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

→ Subsidy amount: 55,000 yen (monthly amount) / 660,000 yen (annual amount) with prescribed conditions

(4) Support for other procedures to secure a base for daily life

Assistance in having an inkan (personal seal) made, various procedures such as resident registration at city office, and opening a bank account

(5) Joining social insurance (health insurance, employees' pension insurance, long-term care insurance)

(6) Health management and promotion

1. Holding periodic health checkups and stress checkups
2. Subsidy program for thorough medical examination (ningen dock) and cancer screening

(7) PMAC welfare programs

1. Loan programs (general loans, mortgages, education loans, marriage loans, disaster relief loans, medical care loans)
*Only for professors, associate professors, and tenured senior lecturers who have been employed for at least one year continuously
2. Savings plan program, mutual aid pension, and mutual aid term insurance

(8) Marriage

Marriage Allowance, Marriage Gift

(9) Pregnancy and childbirth

1. APU offers **Maternity Leave (Before/After Birth)**, Childcare Leave, Leave for Childbirth by Spouse, and Childcare Leave for Childbirth
2. Various benefits (childbirth or family childbirth, Childbirth Allowance, Childcare Leave Benefits)
3. Exemption of PMAC premiums during Maternity Leave (Before/After Birth) and Childcare Leave

(10) Childcare

1. Subsidy for using babysitters
2. Company-sponsored babysitter discount tickets
3. On campus temporary childcare center for classes held on national holidays
4. Sickness/injury childcare leave program

(11) Family Care

1. APU offers a Nursing Care Leave and a Family Care Leave program
2. Family Care Leave Benefits *Conditions apply
3. Subsidy for using home helpers

(12) Corporate type defined contribution plan (for professors, associate professors, and tenured senior lecturers who are interested)

(13) Optional benefits provided by Benefit Station

Service that offers discounts for partner services and at partner shops around Japan.
(Over 1.4 million services such as travel, entertainment, dining, sports, parenting, long-term care, and correspondence courses)

(14) Other PMAC benefits programs

1. Leisure activity and shopping discounts, discounts at sports and accommodation facilities