

December, 2025

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Ritsumeikan Asia Pacific University

**Recruitment of Professor or Associate Professor or Assistant Professor at the Center for  
Language Education, Ritsumeikan Asia Pacific University**

To Whom it May Concern:

The Center for Language Education is now recruiting for the following faculty positions. We welcome applications from qualified individuals.

1. Recruitment Information: Subject, Position, and Number of Openings

Subject Name	Position	Opening
Japanese	<b>Professor, Associate Professor</b> Fixed-term faculty member (Tenure-Track)	A few
	<b>Professor, Associate Professor</b> Tenured faculty member	
	<b>Assistant Professor</b> Fixed-term faculty member	

\* The final decision on the academic rank (Professor or Associate Professor or Assistant Professor) will be made based on a comprehensive evaluation during the selection process.

\* Based on the candidate's background and qualifications, a tenured appointment (without a fixed term) may be considered. The retirement age for tenured faculty is 65 for Professors and 60 for Associate Professors.

\* Ritsumeikan Asia Pacific University operates an assistant professor system to support the professional development of newly employed faculty members who have just obtained a PhD or are close to obtaining a PhD. After being appointed as an Assistant Professor, an internal review will be conducted to assess achievements in areas such as teaching and research. If the review results meet the conditions set out in university regulations, the candidate will be promoted to the position of Fixed-term Associate Professor. As a Tenure Track System applies to the Fixed-term Associate Professor position, a change to a tenured position is possible in accordance with the [Tenure Track System] described below.

2. Date of Appointment: October 1, 2026
3. Duration of Appointment for Fixed-term faculty members: 5 years (Faculty members appointed under fixed-term contracts in accordance with the Act on Term of Office of University Teachers and Other Staff)

**【The Tenure-Track System】**

Fixed-term faculty members hired under the APU tenure-track system are subject to an internal review of their performance in education, research, and university administration around the third year after their appointment. As a result of the review, if the faculty member meets the review criteria in accordance with university regulations, their position type will be changed to a tenured position until retirement under a new contract. At this university, research performance is primarily assessed based on peer-reviewed publications.

Should a rank advancement not be granted following the third-year review, a re-evaluation opportunity will be provided in the fourth year of the appointment.

4. Employment Conditions:

In accordance with the regulations of Ritsumeikan Asia Pacific University; the employment package includes bonuses and a transportation allowance.

5. Affiliation: Center for Language Education. <https://www.apu.ac.jp/cle/>

6. Expectations for Candidates:

[Professor, Associate Professor]

Those who satisfy conditions (1) ~ (10) below.

- (1) Candidates must agree with the fundamental principles of APU and be passionate about teaching at APU.
- (2) Candidates must agree with our policy of developing learners who have not only “Japanese language proficiency” but also “intercultural competence” and “autonomous learning skills” and be enthusiastic about teaching them. Candidates with experience teaching such skills are preferred.
- (3) Candidates are preferred who have experience teaching Japanese classes at various levels, from Foundation to Advanced.
- (4) Candidates must possess the ability to coordinate courses at the appropriate instructional level.
- (5) Candidates must have the ability to work collaboratively with other coordinators, as well as the leadership and capability to oversee and manage the coordinators.
- (6) Candidates must have the ability to contribute to the improvement of the Japanese language curriculum, to plan and manage faculty development (FD) activities, and to develop teaching materials.

- (7) Candidates must have an excellent research record in a field related to Japanese language education and demonstrate a strong commitment to continuing active research after appointment.
- (8) Candidates must be able to actively participate in university-wide and Center for Language Education-related operations and planning as a member of the Center and must possess the necessary administrative skills and planning and coordination abilities.
- (9) Candidates must demonstrate an understanding of initiatives related to international exchange, community engagement, and outreach.
- (10) Candidates must have sufficient proficiency in both Japanese and English to perform their duties effectively.

[Assistant Professor]

Those who satisfy conditions (1) ~ (9) below.

- (1) Candidates must agree with the fundamental principles of APU and be passionate about teaching at APU.
- (2) Candidates must agree with our policy of developing learners who have not only “Japanese language proficiency” but also “intercultural competence” and “autonomous learning skills” and be enthusiastic about teaching them. Candidates with experience teaching such skills are preferred.
- (3) Candidates with experience teaching Japanese language courses at various levels, from Foundation to Advanced, are preferred.
- (4) Candidates must be able to work collaboratively with faculty and staff and carry out their duties as a member of the Center for Language Education.
- (5) Candidates must have the ability to contribute to the improvement of the Japanese language curriculum, to plan and manage faculty development (FD) activities, and to develop teaching materials.
- (6) Candidates must have research achievements in a field related to Japanese language education and demonstrate a strong commitment to continuing active research after appointment.
- (7) Candidates must be able to actively participate in university-wide and Center for Language Education-related operations and planning, as a member of the Center, and must possess the necessary administrative skills and planning and coordination abilities.
- (8) Candidates must demonstrate an understanding of initiatives related to international exchange, community engagement, and outreach.
- (9) Candidates must have sufficient proficiency in both Japanese and English to perform their duties effectively.

7. Qualifications: Applicants must meet the following criteria (1) and (2).

- (1) Applicants must have relevant teaching experience in Japanese language education for non-native speakers at a higher education institution, either in Japan or abroad.
- (2) Applicants must hold or be expected to obtain a doctoral degree in Japanese linguistics or a related field of Japanese language education. Alternatively, applicants may be considered qualified if they possess equivalent abilities, as demonstrated through their academic or professional achievements.

8. Teaching Load:

Professor and Associate Professor: 5 class hours (1 class hour is 100 minutes) per week on average throughout the year

Assistant Professor: 4 class hours (1 class hour is 100 minutes) per week on average throughout the year

9. Required Documents: Please submit one copy of each document.

- (1) Curriculum vitae • Education, Employment, and Research Experience [Form 1]  
(Microsoft Word)
- (2) Language Proficiency Report (Microsoft Excel) [Form 3]
- (3) Statement of Intent for Application (reason for applying to APU, etc.) [Form 5]  
(Microsoft Word)
- (4) Proof of highest level of education (PDF) (Copy of diploma is acceptable).
- (5) Name, affiliation/position, and contact information of one person who can provide a reference for the applicant [Any format]
- (6) One letter of recommendation [Any format]

This must be written by a different person from the one listed in item (5). The letter must clearly state the relationship between the applicant and the recommender. Please ask the recommender to send the letter directly to the email address below. Only the recommendation letter sent directly by the recommender will be accepted.

E-mail: [frecruit@apu.ac.jp](mailto:frecruit@apu.ac.jp)

Subject: "Center for Language Education (Japanese)"

Letters submitted after the application deadline will not be accepted.

- (7) Checklist for Document Submission (Microsoft Excel) [Form 7]

[Notes and Warnings]

\* Please download the prescribed forms from the APU public call page on JREC-IN.

\*Document (1) must be prepared and submitted in both Japanese and English. For the other documents, submission in both English and Japanese is preferred.

\*When writing about your teaching and research experience, if there are any periods of inactivity, please include explanations for them (e.g.: birth of a child, childcare, caring for an elderly family member, etc.).

\*All submitted files should have the document number and [Your Name] at the beginning of the file name.

\*We may ask you to provide additional details about 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.

\*Please note that we will be unable to return any submitted documents. Any personal information provided as part of the application process will be handled with the utmost care and in accordance with university regulations. The information will not be used for any purpose other than screening candidates for employment.

10. Application Deadline:

Thursday, February 12, 2026, by 23:59 (JST)

※All application materials must be submitted online at JREC-IN.

11. Interviews: The interview schedule will be as follows:

Interviews will be held from Saturday, March 28, 2026, onwards.

12. Please submit completed applications to:

Please submit documents by online application through JREC-IN.

① Please include the document number and your [full name] in the file name.

(Ex.) 1.[SATO Hanako]Form1-EN.docx

② Please add all application documents above to a single compressed folder.

[Compression: Zip format / data capacity: 30 MB max]

③ Please make the compressed folder title your name in roman characters (half-width alphanumeric characters).

(Ex.) SATOHanako.zip

④ Please apply online through the JREC-IN Portal.

▼JREC-IN Portal URL

<https://jrecin.jst.go.jp/seek/SeekJorDetail?id=D125111454&ln=1>

\* If applications cannot be made from the JREC-IN Portal, the data capacity has possibly

been exceeded (maximum of 30 MB) or characters not permitted for use are possibly being used in the compressed folder title. Please submit the documents upon confirming that the data capacity is below 30 MB and half-width alphanumeric symbols are being used in the compressed folder title.

13. Inquiries:

Ritsumeikan Asia Pacific University Academic Office

E-mail : [frecruit@apu.ac.jp](mailto:frecruit@apu.ac.jp)

Subject: “CLE (Japanese Professor, Associate Professor, Assistant Professor) Recruitment”

14. Other:

Applicants who pass the document screening will be asked to give a mock lecture to the interviewing committee at the time of the interview.

Please refer to the APU homepage ([www.apu.ac.jp](http://www.apu.ac.jp)) for more information about the university.

# 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)
	Monthly amount
Privately-owned home	40,000 yen
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
480,000 yen
Rent equivalent (up to 720,000 yen)
Rent equivalent (up to 960,000 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)	
	Private	National or public
Daycare	5,000 yen	5,000 yen
Kindergarten	10,000 yen	5,000 yen
Elementary school	10,000 yen	5,000 yen
Junior high school	20,000 yen	10,000 yen
High school	30,000 yen	15,000 yen
Specialized training school	30,000 yen	15,000 yen
National institute of technology or junior college	40,000 yen	20,000 yen
University	40,000 yen	20,000 yen
Graduate school	50,000 yen	25,000 yen



Subsidy amount (annual basis)	
Private	National or public
60,000 yen	60,000 yen
120,000 yen	60,000 yen
120,000 yen	60,000 yen
240,000 yen	120,000 yen
360,000 yen	180,000 yen
360,000 yen	180,000 yen
480,000 yen	240,000 yen
480,000 yen	240,000 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