

## Ritsumeikan Asia Pacific University, Education Development and Learning Support Center: Call for Faculty Applications

Ritsumeikan Asia Pacific University, Education Development and Learning Support Center  
Director CUTTING Miki

The Education Development and Learning Support Center at Ritsumeikan Asia Pacific University invites applications for a faculty position according to the following guidelines. Please read the following information before applying.

Ritsumeikan Asia Pacific University (Beppu City, Oita Prefecture) is a uniquely multinational university in Japan, where students from approximately 100 countries and regions come together. With a strong commitment to promoting diversity and inclusion, APU aims to cultivate graduates who can change the world and create social impact through education. In THE Japan University Rankings 2024, published by the UK-based higher education magazine Times Higher Education, APU was ranked 2nd nationwide for "International Environment" and 3rd for "Educational Engagement" for the fourth consecutive year.

We encourage applications from individuals who are motivated to contribute to new forms of education that address social issues, utilizing the international environment and diversity of students and faculty. We aim to be an inclusive university where young and female faculty members can thrive.

Recruitment Field	Intercultural Understanding and International Education
Research Field	<p>Major Category : Humanities &amp; Social Sciences Subcategory : Intercultural Education</p> <p>Major Category : Humanities &amp; Social Sciences Subcategory : International Education</p>
Job Description	<p>The successful candidate will be affiliated with APU's Education Development and Learning Support Center and will be responsible for the development and delivery of educational programs in multicultural and intercultural education. They will be involved in the Social Impact Creation Project of the Ministry of Education, Culture, Sports, Science and Technology (MEXT) and responsible for external provision of multicultural co-curricular programs at the University. They will also be involved in developing and delivering educational programs offered by the Education Development and Learning Support Center, including first-year courses, global leadership education courses, and intercultural communication courses.</p> <ol style="list-style-type: none"> <li>1. Develop and teach courses related to intercultural education, multicultural co-curricular activities, and intercultural communication.</li> <li>2. Provide external multicultural education, manage overseas programs, and support study abroad.</li> <li>3. Oversee and deliver first-year and global leadership courses, and foster peer leaders.</li> <li>4. Coordinate any of the duties listed in 3. above.</li> </ol> <p>The Education Development and Learning Support Center is a university-wide organization that promotes the enhancement and advancement of the university's education through educational development and improvement aimed at improving the quality of education. Therefore, depending on the candidate's knowledge and experience, they may be assigned duties such as career education, academic advising, FD development and implementation, teaching and learning institutional research</p>

	(IR), and the provision of education outside the university.
Position/s Available	<p>Type of Employment: Fixed-term faculty member Position: Assistant Professor</p> <p>* Ritsumeikan Asia Pacific University operates an assistant professor system as a position for development for those employed as faculty members shortly after obtaining a PhD or directly before obtaining a PhD. After being appointed as an Assistant Professor, internal reviews will be conducted regarding achievements in areas such as teaching and research. If the screening conditions are met according to university regulations following the review, the candidate will be promoted to the position of Fixed-term Associate Professor. As the Tenure Track System applies to the Fixed-term Associate Professor position, position changes to a tenured faculty member are possible in accordance with the [Tenure Track System] described below.</p>
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.
Teaching Responsibilities	<p>(1) Language of instruction for subjects to teach: English (E) and Japanese (J), or English (E)</p> <p>(2) Subjects to teach: The successful candidate will be responsible for the development and external provision of intercultural and multicultural co-curricular education, global education, first-year education, and leadership education. The candidate is expected to possess advanced practical skills in innovative educational practice informed by global trends in higher education, as well as expertise in competency-based education and the ability to implement and deliver such practices both within and outside the university. The ability to teach in both Japanese and English, or at least in English, is desirable.</p> <p>* Based on the candidate's knowledge and experience, responsibilities may include subjects other than those listed above.</p>
Number of Positions	1
Starting Date	April 1, 2026
Qualification Requirements	<p>Applicants must meet all of the following criteria, (1) ~ (2), and be able to start working from the date of appointment listed above.</p> <p>(1) Holds a PhD, or have completed the coursework of a doctoral program and be expected to obtain the degree within three years from the date of appointment.</p> <p>(2) Has a high level of interest or experience in educational development, practice and research at APU, including international education and cross-cultural understanding, problem-based education, pedagogy, leadership development, FD/SD, career education, competency-based educational development and student support.</p> <p>* Ability to teach in Japanese and English, or at least in English, is desirable.</p>

Expected Qualifications	<ul style="list-style-type: none"> <li>● Agrees with the principles, basic goals, and characteristics of APU and is enthusiastic about education at APU</li> <li>● Possesses academic expertise in areas such as intercultural education, intercultural understanding, intercultural communication, or multicultural collaborative learning.</li> <li>● Has practical experience in teaching methodologies and learning assessment related to international education, student exchange programs, or overseas study initiatives.</li> <li>● Is capable of teaching in both Japanese and English, or at a minimum, in English.</li> <li>● Open to candidates of any nationality.</li> </ul>
Contract Period	<p>Fixed-term faculty member: Five years</p> <p>* The upper age limit for employment is 65.</p>
Affiliation / Workplace	<p>The Education Development and Learning Support Center</p> <p>Ritsumeikan Asia Pacific University 1-1 Jumonjibaru, Beppu, Oita, Japan</p>
Teaching Load	<p>Assistant Professor: 4 class hours (1 class hour is 100 minutes) per week on average throughout the year</p>
Salary, Allowances, and Social Insurance	<p>Please refer to the separate attachment “Ritsumeikan Asia Pacific University Terms of Employment (Benefits)”.</p>
Application Deadline	<p>August 27, 2025 (Wednesday) (Japan Standard Time) * <b>Apply online at JREC-IN</b></p>
Application Documents	<p>(1) Curriculum Vitae / Education, Employment, and Research Experience 【Form 1】 Please submit Microsoft Word data.</p> <p>(2) List of Major Education / Research Projects and Other Achievements 【Form 2】 Please submit Microsoft Word data.</p> <p>(3) Language Proficiency Report 【Form 3】 Please submit Microsoft Excel data.</p> <p>(4) Potential Courses of Instruction 【Form 4】 Please submit Microsoft Excel data.</p> <p>(5) Statement of Intent for Application (reason for applying to work at APU, etc. 【Form 5】 Please submit Microsoft Word data.</p> <p>(6) Copies of three major publications (books or articles) in PDF format If the candidate cannot meet three major publications, two major publications are acceptable. For ABD, a dissertation proposal can be included in the major publications.</p> <p>(7) Summary of Major Publications in (6) above 【Form 6】 Each summary must be less than one A4 page in English. In the case of multiple authors, please write the summary so that your individual level of contribution is clear. Please submit Microsoft Word data.</p> <p>(8) Two Letters of Recommendation 【Any Format】 Recommendation letters must clearly state the relationship between the referee and the applicant. Please ask your referees to send their recommendation letters directly to the email address below. Only letters of recommendation sent directly from referees will be accepted. E-mail: <a href="mailto:edlsc-ap@apu.ac.jp">edlsc-ap@apu.ac.jp</a> Please send emails with the subject “EDLSC (Intercultural Understanding and International</p>

	<p>Education)”.  Letters submitted after the application deadline will not be accepted.  (9) Proof of Final Education in PDF format (copy of diploma)  Proof of ABD status in the case of ABD  (10) Document Submission Checklist 【Form 7】  Please submit Microsoft Excel data.</p> <p>Important Notes:  * Please download the prescribed forms from the APU public call page on JREC-IN.  * (1), (2), and (5) above should be created and submitted in both Japanese and English, or in English.  * All submitted files should have the document number and applicant’s [Full Name] included at the beginning of the file name.  * You may be requested to provide additional documents relating to research achievements during the screening process if necessary.  * Any personal information provided as part of the application process will be handled appropriately in accordance with university regulations. The information will not be used for any purpose other than screening candidates for employment.</p>
How to submit	<p><b>Please submit documents by online application through JREC-IN.</b></p> <p>① Please begin the file name of each application document with the document number followed by your [Full Name].  (Ex.) 1.[SATO HANAKO]Form1-EN.docx</p> <p>② Please add all application documents other than (8) above to a single compressed folder.  [Compression: Zip format / data capacity: 30 MB max]</p> <p>③ Please make the compressed folder title your name in roman characters (half-width alphanumeric characters).  (Ex.) SATOHanakko.zip</p> <p>④ Please apply online through the JREC-IN Portal.</p> <p>▼JREC-IN Portal URL  Link:  <a href="https://jrecin.jst.go.jp/seek/SeekJorDetail?id=D125050577&amp;ln=1">https://jrecin.jst.go.jp/seek/SeekJorDetail?id=D125050577&amp;ln=1</a></p> <p>* 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.</p>
Screening Process	<p>(1) Document Screening  (2) Interview (*The candidate will conduct a presentation about their research as well as a mock lecture with the interviewers acting as students in both Japanese and English or in English.)  *Notification of acceptance or rejection will be sent in early December 2025.</p>
Inquiries	<p>Ritsumeikan Asia Pacific University Academic Office  E-mail: <a href="mailto:freruit@apu.ac.jp">freruit@apu.ac.jp</a>  Please send emails with the subject “EDLSC (Intercultural Understanding and International Education)”.</p>

Other Information	<ul style="list-style-type: none"> <li>▪ Ritsumeikan Asia Pacific University is a smoke-free campus. There are no smoking areas on campus.</li> <li>▪ We value faculty diversity and look forward to receiving applications from individuals with various backgrounds and work experience.</li> <li>▪ If you are appointed to APU, you will be required to complete a health check using a form prescribed by the university.</li> </ul>
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# 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