

THE SCHOOL OF FOREIGN STUDIES AND THE GRADUATE SCHOOL  
OF HUMANITIES, DIVISION OF FOREIGN STUDIES  
of Osaka University  
Recruitment of Part-time Lecturers

1. Position	Part-time Lecturer
2. Number of Positions	A few
3. Affiliation	School of Foreign Studies and/or Graduate School of Humanities, Division of Foreign Studies
4. Work Location	Minoh Campus (3-5-10, Semba Higashi, Minoh-shi, Osaka, Japan) *Candidates may also be required to teach classes at Toyonaka Campus, Osaka University (Toyonaka City, Osaka)
5. Specialized Field	Fields related to each course
6. Responsibilities	<ul style="list-style-type: none"> <li>• Teaching at least one of the following courses: (i) Courses of German Linguistics (ii) Courses in German Literature and Culture (iii) Courses of German Education (*One class lasts 90 minutes. One course has 16 classes in a semester or 32 classes in a year.)</li> <li>• Writing course syllabi</li> <li>• Evaluating student performance for each semester</li> </ul> <p>*Courses and schedules will be decided according to applicant's aptitude and available work times.</p>
7. Qualifications	<p>[Essential]</p> <p>Applicants must have:</p> <p>(1) language proficiency in German language (2) general knowledge of the cultures and societies where German language is spoken (3) a Master or equivalent research/educational degree or achievements in at least one of the fields of German linguistics, German literature and culture, or German language education *Candidates may also be required to submit a copy of a certificate of their degree when they are offered the position.</p> <p>[Preferred]</p> <p>Applicants should preferably have teaching experience at universities or other institutions for higher education, and/or teaching experience for the German language proficiency test. Teaching experience includes working as a teaching assistant/fellow; however, this work must entail permission to teach at least approximately 20% of the course, as is the case for teaching fellows at Osaka University.</p>
8. Starting Date	<p>April 1, 2024 or October 1, 2024, depending on course</p> <p>*The employment contract for the part-time lecturer who teaches in the Spring/Summer semester commences on April 1, 2024, and otherwise on October 1, 2024. It will be decided in a consultation.</p>
9. Term of Employment	<p>From the starting date to September 30, 2024 or March 31st, 2025, depending on course</p> <p>*The employment contract for the part-time lecturer who teaches in the Autumn/Winter semester ends on March 31st, 2025, and otherwise on September 30, 2024. It will be decided in a consultation.</p> <p>*Following completion of the term, the contract may be extended subject to evaluation (the extension limit is 5 years from the starting date of contract with Osaka University).</p>
10. Employment Form	<p>Based on "72. Work Regulations for National University Corporation Osaka University Part-time Lecturer"</p> <p><a href="https://www.osaka-u.ac.jp/en/guide/information/joho/kitei_shugyou.html">https://www.osaka-u.ac.jp/en/guide/information/joho/kitei_shugyou.html</a></p>

11. Working Hours	<p>Each course will be conducted in either of the following periods. The actual working hours for each course are decided after consultation.</p> <p>1st Period: 8:50 a.m.-10:20 a.m.  2nd Period: 10:30 a.m.-12:00 p.m.  3rd Period: 1:30 p.m.-3:00 p.m.  4th Period: 3:10 p.m.-4:40 p.m.  5th Period: 4:50 p.m.-6:20 p.m.  6th Period: 6:30 p.m.-8:00 p.m.</p> <p>* Dates of intensive courses are different every year. ( FY2023 Spring/Summer semester : Aug.9-Aug.11, Autumn/Winter semester : Dec.26-Dec. 28)</p>
12. Salary and Benefits	<p>Based on “72. Work Regulations for National University Corporation Osaka University Part-time Lecturer”  <a href="https://www.osaka-u.ac.jp/en/guide/information/joho/kitei_shugyou.html">https://www.osaka-u.ac.jp/en/guide/information/joho/kitei_shugyou.html</a>  Remuneration: 11,784 JPY per class.  Commuting allowance or Travel Expenses  Allowances for managing academic records may be paid.  Allowance for the activity related to academic duty may be paid.  *Bonuses and allowances for housing, dependency, and retirement are included in the above-mentioned salary and will not be paid separately.</p>
13. Insurance	<p>Industrial Accident Compensation Insurance  (Medical insurance and employee’s pension insurance of the Federation of National Public Service Personnel Mutual Aid Associations and Employment Insurance may be added depending on their working hours)</p>
14. Application Documents	<p>[by e-mail]  1. Please fill in the following application form  <a href="https://forms.office.com/r/bBdkBNHqpD">https://forms.office.com/r/bBdkBNHqpD</a></p> <p>2. Please send the following documents to the following e-mail address.</p> <p>Documents:  1. Curriculum vitae (Form 1)  2. List of research achievements (Books, articles, etc.) (Form 2)  3. Completed questionnaire on available times for classes (Form 3)  4. An outline for the course “Seminar in German History, Philosophy, and Society” (about 200 words)</p> <p>[by postal service]  1. Please fill in the following application form first.  <a href="https://forms.office.com/r/bBdkBNHqpD">https://forms.office.com/r/bBdkBNHqpD</a></p> <p>2. After completing the form, please send the following documents to the following address.</p> <p>Documents:  1. Curriculum vitae (Form 1)  2. List of research achievements (Books, articles, etc.) (Form 2)  3. Completed questionnaire on available times for classes (Form 3)  4. An outline for the course “Seminar in German History, Philosophy, and Society” (about 200 words)</p> <p>Address: German Department, Division of Foreign Studies,  Graduate School of Humanities, Osaka University  3-5-10 Semba Higashi, Minoh-shi, Osaka-fu, 562-8678, Japan  (Please write in red ink on the envelope “Application for position of part-time lecturer(German)” and submit it by a trackable delivery method.)</p> <p>Forms are available at the following website.  <a href="https://www.sfs.osaka-u.ac.jp/en/employment.html">https://www.sfs.osaka-u.ac.jp/en/employment.html</a>  * All information must be written in English or Japanese.  * Applicants should carefully fill in all of the necessary information.</p>

	<p>*Applicants should also provide their current address, phone number, and e-mail address, so that direct contact may be made during the administrative procedure.</p> <p>*Personal information in the application documents will only be used for the purpose of screening and hiring procedures, and will not be disclosed to any third party.</p> <p>*Submitted application documents will not be returned.</p>
15. Sending Address and Contact Information	<p>Please apply by e-mail. If there is any difficulty in applying by e-mail, please apply by postal service.</p> <p>[By e-mail] apply-p-german@ml.office.</p> <p>* Add “osaka-u.ac.jp” to the above to complete the e-mail address. *Attach the application documents with full security countermeasures.</p> <p>[By postal service] German Department, Division of Foreign Studies, Graduate School of Humanities, Osaka University 3-5-10 Semba Higashi, Minoh-shi, Osaka-fu, 562-8678, Japan (Please write in red ink on the envelope “Application for position of part-time lecturer” and submit it by a trackable delivery method.)</p> <p>[Contact] apply-p-german@ml.office.</p> <p>* Add “osaka-u.ac.jp” to the above to complete the e-mail address.</p>
16. Application Deadline	Must arrive no later than November 10, 2023 (Japan Standard Time)
17. Selection Process	<p>Document screening may be followed by an interview (including a simulated lecture). Selected applicants will be notified within 2 weeks after the application deadline.</p> <p>*Travel and accommodation fees necessary for interviews are to be covered by the applicant.</p> <p>*Please note that unsuccessful applicants after document screening will not be contacted.</p> <p>* Even if applicants are unsuccessful this time, they will be registered for 5 years as candidates for the future position of teaching the courses above.</p> <p>They may be offered a position when we have a vacancy for the position. If you do not wish to be registered, please let us know in your application.</p>
18. Additional Information	<p>Concerning work conditions other than above-mentioned, please refer to “72. Work Regulations for National University Corporation Osaka University Part-time Lecturer” and/or related regulations. <a href="https://www.osaka-u.ac.jp/en/guide/information/joho/kitei_shugyou.html">https://www.osaka-u.ac.jp/en/guide/information/joho/kitei_shugyou.html</a></p> <p>Please note the above-mentioned work conditions are as of the day this employment offer is posted, and subject to change.</p> <p>Please note that foreign applicants must receive a status of residence which is required to work at Osaka University.</p> <p>We also particularly encourage applications from female candidates. Osaka University is committed to promoting gender equality and providing various supports for female academic staff members. <a href="http://www.danjo.osaka-u.ac.jp/en_lp/">http://www.danjo.osaka-u.ac.jp/en_lp/</a></p> <p>*Osaka University campuses and related facilities are smoke-free, except for designated areas.</p> <p>*There is no parking lot for cars and motor bicycles for Minoh Campus.</p>
19. Recruiter	National University Corporation Osaka University