

Faculty Position
Department of English Studies, Faculty of Foreign Studies
Sophia University
7-1 Kioicho, Chiyoda-ku, Tokyo 102-8554, JAPAN

The Department of English Studies in the Faculty of Foreign Studies at Sophia University invites applications for a full-time faculty position at the rank of Assistant Professor or Associate Professor, starting in April 2027.

Application Details

1. Position:

Assistant Professor or Associate Professor. See “Contracts” below.

2. Contracts:

- a) The Assistant Professor (*Jokyo*) position is full-time but non-tenured with a limited contract of up to 5 years. During their contract term, *Jokyo* are able to apply for a review to assess their suitability for promotion to a tenured position. *Jokyo* are employed under an annual salary system.
- b) The Associate Professor (*Junkyoju*) position is tenured.

3. Date of Appointment: April 1, 2027

4. Area of Specialization:

Social sciences or humanities fields focusing on the English-speaking world broadly defined (not limited to the United States or the United Kingdom), including regions such as Africa, Asia, and Oceania. Relevant disciplines include political science, media studies, sociology, anthropology, as well as interdisciplinary or creative fields related to these areas.

5. Requirements:

- (1) Ph.D. in a relevant field (completed or expected by the time of appointment). Candidates with degrees from overseas institutions are particularly welcome. Please refer to the following website for information about the research areas of our faculty:
https://ffs.sophia.ac.jp/en/faculty_cat/english/
- (2) Ability to teach both language-related and content courses primarily in English.
- (3) Ability to participate in departmental and other university meetings conducted in Japanese and to perform administrative duties in Japanese after tenure is obtained is desirable.
- (4) A general understanding of the founding ethos of Sophia University as a Catholic University and openness to its overall mission.
- (5) Ability to demonstrate willingness to contribute actively to teaching, research, faculty and graduate school administration, admissions-related duties, and other responsibilities required by the University.

6. Additional considerations in evaluation:

- (1) Excellence in both teaching and research is expected. A record of securing external research funding will be considered an advantage.
- (2) Applicants should demonstrate an international outlook and engagement in research and teaching activities beyond Japan. Participation in international academic conferences will be viewed favorably.
- (3) Applicants should demonstrate the ability to disseminate academic knowledge beyond the university and contribute to society. Evidence of public or social engagement will also be viewed favorably.

7. Duties:

- (1) Teaching: Depending on rank at the time of hiring, the successful candidate will normally teach approximately five to seven 100-minute classes a week spread over four days. Teaching responsibilities may include:
 - Required and elective language courses for first- and second-year students in the Department of English Studies.
 - Lecture and seminar courses taught in English within the Faculty of Foreign Studies
 - University-wide general education courses.

The successful candidate may also be asked to teach graduate-level courses and/or courses related to one of the department’s educational visions: DEI (Diversity, Equity, and Inclusion) or Creativity. For further information about the Department of English Studies, see:

<https://ffs.sophia.ac.jp/en/department/english/>

- (2) Other: Committee work, Orientation Days, PTA, Open Campus, preparing and participating in Entrance Examinations, and other duties as required by the department and the faculty. Other duties determined by the Sophia School Corporation.
- (3) All teaching will be conducted on the Yotsuya campus unless otherwise specified by Sophia University.

8. Necessary documents to be submitted:

- (1) Curriculum Vitae: Use the designated format that can be downloaded from Sophia University's WEB PILOTI
- (2) An essay of about 1,500 words explaining your suitability for the advertised position, addressing your merits and what you think you can do to contribute to our department and faculty
- (3) Copies of three publications or creative works (practice-based research output)
- (4) Two letters of reference (in English or Japanese)

Note: The application and accompanying materials will not be returned.

9. Application Procedure

- (1) Please send Curriculum Vitae, essay, copies of three publications in PDF format to the department office email address <dp-engst@sophia.ac.jp>. The documents must include the full name of the applicant in their file names.
- (2) If it is difficult to send complete books in PDF format, please send a PDF file of at least two or three chapters including the first chapter. If your books have been reviewed in any journals, you may also send us the reviews.
- (3) Please ask your referees to send their references directly as PDF files to the office of the Department of English Studies at Sophia via email to the department address <dp-engst@sophia.ac.jp>. The file names of the reference PDF files must include the name of the applicant.

10. Application Deadline

Applications must be received no later than Thursday, May 7th, 2026. (All documents must be received by this date.)

11. Selection Process:

- Shortlisted applicants will be notified by mid-June 2026.
- Interviews will be held on Saturday, July 4th, 2026.
- Some financial assistance may be available for those coming to interview from a distance.

12. Other information

Semesters:

Spring: From April to September with a summer vacation.

Autumn: From September to March with a Christmas-New Year's break and a spring break.

Office:

Furnished, with network connection but no computer.

Salary:

In accordance with Sophia School Corporation's regulations.

Benefits:

Financial assistance for moving, housing costs, and dependent family members. A research fund is also provided.

Sophia University was founded by Jesuit missionaries in 1913 and continues to maintain its ethos of Catholic humanism. It welcomes students and staff without discrimination on grounds of nationality, race, religion, gender or sexual orientation.

Inquiries

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