

January 6, 2023

To whom it may concern:

Kyoto City University of Arts  
Toru Koyamada, Dean of Faculty of Fine Arts  
Keisho Tonami, Dean of Graduate School of Arts  
(official seal omitted)

### Call for Faculty Applications

The Faculty of Fine Arts and the Graduate School of Arts will be publicly recruiting a full-time faculty member according to the following conditions. We would kindly request that you notify all concerned.

#### Details:

1. Areas of responsibility  
Concept and Media Planning
  - (1) Faculty of Fine Arts: “Foundation of Concept and Media Planning A, B,” “Concept and Media Planning,” “Foundation Core Courses,” and “Interdisciplinary Seminar”
  - (2) Graduate School of Arts Master’s Course: “Study on Concept and Media Planning 1-4” and “Special Seminar 1-4”
  - (3) Graduate School of Arts Doctoral Course: “Guidance in Specialized Research,” “Specialized Research Seminar (Concept and Media Planning),” “General Planning and Theory Seminar,” and “Study of Visual Arts Planning”  
(among others)
2. Job title and number of positions  
One Full-time Professor, Associate Professor, or Lecturer
3. Application requirements
  - (1) Outstanding achievement in contemporary art
  - (2) Ability to employ different methodologies in practical research activities that connect art and society
  - (3) Willingness to take on university management responsibilities in addition to research and education
  - (4) Japanese language proficiency to engage in educational guidance and in university management
  - (5) Willingness to promote diversity
  - (6) Willingness to reside in a commuting area of the University
4. Documents to be submitted
  - (1) List of submissions
  - (2) Resume (in any format). Seals and photographs are not required.
  - (3) Certificate of graduation or completion from the candidate’s final institution of learning. A copy is accepted.
  - (4) List of achievements
  - (5) Record of works created over the past five years or more, as well as books, papers, etc. written by the candidate, or copies thereof
  - (6) Statement to describe the candidate’s aspirations for education in concept and media planning at our university (one A4 sheet in Japanese or about 500 words in English)
  - (7) For applications from Japan, a cash-on-delivery Yu-Pack address label or the equivalent by other courier services, filled with the recipient’s address, full name, and telephone number for returning documents  
Documents submitted will be returned after the screening process for applications from inside Japan but not for those from outside Japan.
5. Interview  
We will interview candidates who have passed the initial screening based on the documents submitted. The University does not reimburse candidates for their travel, accommodation and other expenses.  
Depending on the situation, interviews may be carried out over the Internet.  
Candidates residing outside Japan will be interviewed over the Internet.
6. Submission deadline  
No later than Thursday, April 13, 2023 by a service that offers proof of delivery such as registered mail or courier service. Hand-delivered documents will not be accepted.
7. Scheduled start date of employment  
April 1, 2024. Notice of an unofficial offer will be made in late July, 2023.
8. Mailing address for the documents  
Dean of Faculty of Fine Arts Kyoto City University of Arts  
13-6 Kutsukake-cho, Oe, Nishikyo-ku, Kyoto 610-1197, Japan  
Please use red ink to write “Application for a faculty member: Concept and Media Planning” on the front of the envelope.  
If it is difficult to send international mail or the equivalent due to the impact of the novel Coronavirus, please contact below.

9. Contact

Academic and Student Support Office (Fine Arts Registrar)

Tel: 075-334-2220

E-mail: fineart\*kcua.ac.jp (Replace \* with @.)

10. Other information

- (1) The Faculty and Graduate School believe that it is necessary to ensure diversity among faculty members in accordance with the principles of the Basic Act for Gender-Equal Society. Therefore, we hire faculty members in line with our “Policy for the hiring of female faculty members in the recruitment of full-time faculty members” (see: <https://www.kcua.ac.jp/wp-content/uploads/39f5c3131012daa328c29a997ab564c7.pdf>).

The job is open to any suitably qualified person regardless of gender. We do not take the candidate’s gender into consideration in the process of checking and assessing them. However, we will hire a female if candidates are evaluated as comparable in assessments.

- (2) Documents submitted will be used only for recruitment and will not be used for other purposes.  
(3) Candidates will be notified of a job offer or otherwise in writing or by e-mail.  
(4) Further information is available on the University website [https://www.kcua.ac.jp/?page\\_id=116242](https://www.kcua.ac.jp/?page_id=116242).