

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

design B: Instructing and training students in the theories and practice of information processing and design, developing a curriculum, etc.

- (1) Faculty of Fine Arts: “Foundation of Design 1, 2,” “design B,” “Foundation Core Courses,” and “Interdisciplinary Seminar”
 - (2) Graduate School of Arts Master’s Course: “Study on design B 1-4,” and “Special Seminar 1-4”
 - (3) Graduate School of Arts Doctoral Course: “Guidance in Specialized Research,” “Specialized Research Seminar (design B),” “General Planning and Theory Seminar,” and “Study of Visual Arts Planning”
- (among others)

The University will reorganize the Department of Design in the academic year of 2023 and add a new course, design B, to its list of undergraduate and graduate offerings. For information on the design B course, please refer to: <https://www.kcua.ac.jp/arts/design-b/>. (During the transition period of the course system, the successful candidate will also be responsible for lectures based on the old curriculum.) There may be some changes to the lectures that the successful candidate will give in the future.

2. Job title and number of positions

One Full-time Associate Professor or Lecturer. This position is open only for female candidates.

3. Application requirements

- (1) Abundant knowledge and experience in both information processing and design fields, particularly with achievements in fields related to programming, such as creative coding and physical computing. Educational and practical experience is desirable.
- (2) Professional expertise and experience to flexibly and collaboratively instruct students who have a wide range of interests and the ability to take a holistic approach to design and design education with an inquisitive mind for design education and a new conception of design
- (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) Records of the candidate’s activities (portfolio), books and research papers authored by the candidate (photocopies accepted), and other materials (from the past five years or before).
- (6) An outline of the candidate’s past activities and an explanation of their view on design and how it can be developed into a new conception of design in line with application requirements (1) and (2) (up to three A4 pages)
- (7) A statement of the candidate’s aspirations for design education at Kyoto City University of Arts and specific lecture plans (up to three A4 pages)
- (8) 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: design B” 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 of Fine Arts and the Graduate School of Arts believe in diversity among faculty members in accordance with the principles of the Basic Act for Gender-Equal Society. We are actively hiring a female faculty member for majors that currently have a low proportion of full-time female faculty. Since we consider that this policy is applicable to this recruitment, we are limiting it to female candidates only.
Policy for Hiring Full-time Female Faculty
<https://www.kcua.ac.jp/wp-content/uploads/39f5c3131012daa328c29a997ab564c7.pdf>
 - (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.