

January 14, 2025

To whom it may concern:

Kyoto City University of Arts  
Akito Morino, 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

Integrated Design Practice

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

2. Job title and number of positions

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

3. Salary

Lecturer: Annual salary starting from 5.5 million yen

Associate Professor: Annual salary starting from 6 million yen

The amounts listed above include biannual bonuses.

Salaries will be determined based on prior work experience.

Additional allowances, such as family and commuting allowances, will be provided based on eligibility criteria.

4. Application requirements

- (1) Extensive knowledge of CMF design, textile design, or similar fields, along with practical experience in implementing these designs in real-world settings and a proven track record of collaboration across various design fields
- (2) Ability to actively engage in not only collaborative lectures with other majors at the University but also research and education in collaboration with external organizations, such as domestic and international universities, government agencies, and private enterprises
- (3) Willingness to take on university management responsibilities in addition to research and education
- (4) Japanese language proficiency sufficient 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

5. Documents to be submitted

- (1) List of submissions
- (2) Resume including the Awards and Penalties section. Seals and photographs are not required.  
The Awards and Penalties section of the resume should include information not only about criminal penalties but also disciplinary actions, including any associated with sexual harassment and violence against students. State specific reasons for these disciplinary measures. Failure to provide accurate information or engaging in falsification may lead to consequences such as employment revocation or disciplinary dismissal if the candidate is discovered to have misrepresented their background.
- (3) Confirmation of Disciplinary and Criminal History (Please download the designated form from the link below.  
<https://www.kcuu.ac.jp/wp-content/uploads/0f54e12e34d9f8fa9ca5960018da0e6b.pdf>)
- (4) Certificate of graduation or completion from the candidate’s final institution of learning. A copy is accepted.
- (5) List of achievements
- (6) Photographs of works created in the past five years or earlier, along with books, papers, and other publications, or copies of these materials
- (7) A statement outlining the candidate’s aspirations for education and research in Integrated Design Specialities at the University (approximately one A4 page)
- (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.

6. 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.

7. Submission deadline  
No later than Monday, March 31, 2025 by a service that offers proof of delivery such as registered mail or courier service.  
Hand-delivered documents will not be accepted.
8. Scheduled start date of employment  
April 1, 2026. Notice of an unofficial offer will be made in late June, 2025.
9. Mailing address for the documents  
Dean of Faculty of Fine Arts  
Kyoto City University of Arts  
57-1 Shimono-cho, Shimogyo-ku, Kyoto 600-8601, Japan  
Please use red ink to write “Application for a faculty member: Integrated Design Specialities” on the front of the envelope.  
If sending by airmail is difficult due to social circumstances, please reach out to the inquiry contact below.
10. Contact  
Academic and Student Support Office (Fine Arts Registrar)  
Tel: 075-585-2002  
E-mail: fineart\*kcua.ac.jp (Replace \* with @.)
11. 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](https://www.kcua.ac.jp/?page_id=116242).