

Research Institute for Languages and Cultures of Asia and Africa (ILCAA)
Tokyo University of Foreign Studies (TUFS)
Call for Applications (Digital Humanities)
2022-06-07

1. Position: One full-time faculty staff.

2. Rank:

Assistant professor with a five-year limited term appointment. (Note that this is a tenure-track position. The appointee will be eligible to apply for a tenured associate professor position after three years of service.)

3. Qualifications:

- a) Applicants must have excellent publications in the field of digital humanities related to languages and cultures of Asia and Africa, as well as possess the ability to explore new research methods for accumulating and utilizing fieldwork data which reflect people's memories. Those who have publications concerning Islam or Muslims are highly preferable.
- b) Applicants must have already received a doctorate degree or have done so by the date of appointment.
- c) Applicants must be able to demonstrate that their research has strong connections to Asia and Africa.
- d) Applicants must have the ability to promote the core research activities of ILCAA.
- e) Applicants must be able to demonstrate the ability to plan and lead creative and cutting-edge joint research projects.
- f) Applicants must have sufficient proficiency in Japanese for administrative duties.

4. Start date: April 1, 2023.

The appointment may, however, be deferred to a later date if there are reasonable grounds for requesting this.

5. Salary and conditions:

- a) Salary is based on TUFS annual salary system.
- b) Working hours are set at 7 hours and 45 minutes per weekday in accordance with the discretionary work system for professional work.
- c) All other work conditions are in accordance with TUFS rules and regulations.

6. Documents required for application:

* All application documents must be submitted in PDF form. Documents (b), (d), and (e) must be submitted **in Japanese**.

- a) A cover letter specifying “digital humanities.” Contact information, including postal and email addresses, should also be provided in the cover letter.
- b) A CV with an ID photograph attached. Information regarding languages that the applicant can use in conducting research should be included in the CV.
- c) Document(s) showing the successful completion of a doctorate or indicating that a doctoral thesis has been submitted.
- d) A statement outlining the applicant’s research career of no more than 4,000 characters in length on A4-size paper. In the statement, applicants should indicate if they have previous affiliations with academic institutions in and outside Asia and/or Africa, or have participated in joint research with ILCAA.
- e) A research proposal of no more than 4,000 characters in length on an A4-size paper. The statement should include two plans:
 - 1) A plan of the joint research that the applicant would organize at ILCAA.
 - 2) A plan of research activities that the applicant would begin at the TUFs Field Science Commons (TUFiSCo)*, to be launched in October 2022.

For further details, refer to the web pages of the [All Institutional Project](#) and [the Joint Research Projects](#) at the ILCAA.

*[TUFs Field Science Commons](#) (TUFiSCo)

TUFiSCo will function as the core of collaboration between the Research Institute for Languages and Cultures of Asia and Africa (ILCAA), the various organizations of TUFs, and the international and domestic institutions within the framework of the above project, with particular emphasis on the following three activities.

- To pioneer field science methods and share results of such methods with society.
- To promote the use of digital resources — which ILCAA has been constructing and releasing since the 1990s — for research, and pursue new possibilities for Asian and African studies through digital humanities.
- To undertake a leading role in establishing policies and guidelines for the management and utilization of academic data obtained through research via TUFs.

f) Publications:

- 1) A complete list of publications.
 - 2) A PDF copy of three selected works (including book chapters) that applicants have already published.
- g) The name, affiliation, and contact information of two researchers who can provide references.

7. Selection process:

After an initial screening of the application documents, shortlisted candidates will be invited for an interview, in person, at ILCAA. The interview date is scheduled for Saturday, October 29, 2022. Candidates selected for the interview will be contacted by mid-October. We regret that travel expenses for the interview cannot be reimbursed.

* If the COVID-19 situation does not allow the applicants to travel to ILCAA, the interview will be conducted online.

8. Notification of the result: Late December 2022.

9. Application procedure:

- a) Applicants must initially contact jinji-aa@tufs.ac.jp by email; the subject line should read “Application (digital humanities).” The deadline for applications is 23:59 (JST), Wednesday, August 17, 2022.
- b) Applicants will receive an email from ILCAA with a link to the website for the submission of the application documents. If applicants do not receive it within three days (excluding Saturday, Sunday, and university holidays of August 9–12), they should contact jinji-aa@tufs.ac.jp.
- c) Applicants must create PDF files of all application documents (with the applicant’s name included in the filenames) and upload them to the specified URL. The deadline for uploading the application documents is 23:59 (JST), Wednesday, August 31, 2022.
- d) After uploading the application documents, applicants will be sent an email confirming the receipt of the documents by ILCAA. If they do not receive the confirmation email within a week, they should contact jinji-aa@tufs.ac.jp.

10. Inquiry: jinji-aa@tufs.ac.jp.

- Questions regarding the application procedure will be accepted only by email.
- If an applicant has not received the reply within three days (excluding Saturday, Sunday, and university holidays of August 9–12) after the email had been sent, the applicant should send an

email again.

- No inquiry will be accepted telephonically.

Privacy Policy

The ILCAA will observe the regulations of TUFS and will handle the applicants' private information confidentially. The information collected in the process will not be used for other purposes.