

Research Institute for Languages and Cultures of Asia and Africa (ILCAA)
Tokyo University of Foreign Studies
Call for Applications (KKLO: Kota Kinabalu Liaison Office)

1. Position: 1 full-time faculty staff
2. Rank: Applications are invited for a position at either of the following ranks:
 - a) Associate Professor with tenure
 - b) Assistant Professor with a five-year limited term appointment (Note that this is a tenure-track position. The appointee is eligible to apply for a tenured Associate Professor position after three years of service).
3. Qualifications:
 - (a) Applicants must demonstrate expertise in Anthropology and/or Area Studies, and be able to contribute the various study programs of the ILCAA's Kota Kinabalu Liaison Office(KKLO) [For detail, please see URL : http://meis2.aacore.jp/base_kotakinabalu]. Especially, it is desirable that applicants contribute to the themes below.
 - (i) Study on Islam and Cultural Diversity in Southeast Asia
 - (ii) The creation of the study area, 'field science' as integrated multi-disciplinary research
 - (b) Applicants must already have received, or will have received a doctorate by the date of appointment.
 - (c) Applicants must be able to demonstrate that his/her research interest has a strong connection to Southeast Asia.
 - (d) Applicants must have an excellent research program and a demonstrated ability to plan and lead creative, cutting-edge joint research projects.
 - (e) Applicants for Associate Professor must teach classes for the field science program of the graduate school of global studies.
 - (f) Applicants must have sufficient proficiency in both Japanese and English for administrative duties. Especially, it is desirable that applicants have proficiency in either Malay, Indonesian, or in Filipino (Tagalog) languages.
4. Appointment to begin: April 1, 2016.

The appointment, however, may be deferred to a later date if there are reasonable grounds.
5. Documents required for application:
 - * Applicants must specify the position they are applying for in their application as "KKLO". They may opt to apply for either positions (i.e., Assistant Professor or Associate Professor).
 - * Application documents (b), (d), and (e) must be submitted **in Japanese**.
 - (a) Cover letter specifying the position "KKLO" and the rank the applicant is applying for. Applicants may apply for both positions (i.e., Assistant Professor and Associate Professor). Contact information, including postal address and email address, should also be provided in the cover letter.
 - (b) CV attached with a recent ID photograph (taken within the last six months). Information regarding languages that the applicant uses to conduct research should be included in the CV.

- (c) Documentation showing successful completion of a doctorate, or indicating that a thesis has been submitted. Photocopies are acceptable.
- (d) Statement of research career of no more than 4000 characters on an A4-sized sheet. Applicants should indicate in the statement if they have previous affiliations with research institutions in Southeast Asia or have participated in joint research with ILCAA.
- (e) Statement of research of no more than 4000 characters on an A4-sized sheet. The statement should lay out a plan of joint research the applicant would organize at ILCAA. Please refer to <http://www.aa.tufs.ac.jp/en/projects/jrp> for further details regarding research programs at ILCAA. In addition, in the statement, applicants must discuss how they can contribute to various study projects of KKLO [http://meis2.aacore.jp/base_kotakinabalu], and to the postgraduate education.
- (f) Publications.
 - (i) Complete list of publications.
 - (ii) Provide three writing samples (pieces of published work). Samples in electronic format (PDF on a CD-ROM) are required, except for printed books. The submitted materials will be used for screening in the context of this application only. Should the applicant wish to have these samples returned, please state this clearly on the application. Domestic applicants must enclose a self-addressed, stamped envelope. For materials to be returned via express delivery, the self-addressed envelope should also include a prepaid COD return label. Applicants living abroad should contact the committee at the email address indicated below for further information on the procedure involved in returning documents.
- (g) Two self-addressed envelopes. These envelopes will be used to confirm receipt of the application and notify applicants of the result.
- (h) The name, affiliation, and contact information of two researchers who can provide recommendations.

6. Procedure: After an initial screening of the application documents, shortlisted candidates will be invited for the first interview. The first interviews are scheduled to occur on Sunday, October 18, 2015. Candidates selected for the interview will be contacted by early October. We regret that travel expenses for interviews cannot be reimbursed. Second interviews by the board members of the Tokyo University of Foreign Studies are scheduled to occur from November 16 to 20. The dates will be determined according to the schedules of the candidates and board. The second interview for candidates residing abroad and in remote locations will be via Skype.

7. Notification of the result: In late November 2015.

8. How to apply: The deadline for applications is Monday, September 14, 2015. Only applications sent by registered mail or express delivery will be accepted. Please send the application package to the following address:

3-11-1 Asahi-cho, Fuchu-shi, Tokyo 183-8534, Japan
Tokyo University of Foreign Studies
Research Cooperation Division, Joint Research Center Office

Please write the following clearly on the package in red:
“Research Institute for Languages and Cultures of Asia and Africa, HR application form (KKLO) enclosed”

9. For questions regarding the application procedure, please contact the institute by post or email at the address below. Please note that inquiries by telephone will not be entertained.

3-11-1 Asahi-cho, Fuchu-shi, Tokyo 183-8534, Japan
Tokyo University of Foreign Studies
Research Institute for Languages and Cultures of Asia and Africa
Personnel Selection Committee
Email: aajimu@tufs.ac.jp