

**AY2018 Tohoku University Program for Recruiting Female Faculty Members:  
Instructions for (1-2) International Open Recruitment**

1. Program summary

Tohoku University is actively seeking highly qualified female candidates for faculty positions as part of its commitment to promoting gender equality. This program hires women researchers with diverse perspectives as members of the Tohoku University faculty and provides them with a wide range of support, including for research skill development and work-life balancing. The program's goal is to cultivate women leaders endowed with broad expertise and insight.

2. Positions available

The following department is recruiting candidates under this program.

Research Institute of Electrical Communication (RIEC; Information and Communication Technology):

Web: <http://www.riec.tohoku.ac.jp/en/>

One assistant professor (6 years)

This is a fixed-term continuing employee position. The term may be extended for three years at its end based on a performance review.

3. Working conditions, salary, allowances, etc.

These will be set by the university rules based on the department offering the position

4. Eligibility

Applicants need to be women researchers who hold a doctorate, or will do so by the hiring date.

5. Start of employment

After decision of adoption, until April 1, 2019

6. Application package

Mail the following documents to the office listed under "Application package mailing address".

However, if the applicant submits (1) - (7) by e-mail in PDF, your mentor needs to submit original consent form (6) to mailing address by campus mail (Application will be completed once all submissions are accepted). When submitting by postal mail, write "International open faculty recruitment application" in red ink on the outside of the envelope, and send it by registered mail or other service providing a record of delivery. When the PDF is too large to send, it is also possible to submit in large file sending service, CD or USB memory.

- (1) Curricula vitae (attach your photo and include your mailing and e-mail addresses)
- (2) List of your research achievements, including: papers published (subdivided into peer-reviewed/non-reviewed), international conference proceedings (subdivided into peer-reviewed/non-reviewed), books and commentaries published, academic conference presentations (subdivided into domestic/international and invited/contributed talks), awards, patent applications, competitive research grants received, educational accomplishments, and other achievements worth noting

- (3) Summary of past research accomplishments (approx. 1,000 words)  
\*If there is an interruption period due to reasons such as childbirth or child rearing, you may include explanation of it.
- (4) Research plan (up to 4 pages, following the format of (1-2) Form 3)
- (5) Names of two references and their contact information (mailing/e-mail addresses, phone number)
- (6) Mentor consent form (use (1-2) Form 4)
- (7) Reprints of major papers published (up to 5), and/or evidence of other research achievements (books published, copies of patents, etc.) (up to 5)

Note: The documents you submit will not be used for any purpose other than review of your qualifications. Application packages are non-returnable.

#### Choosing a mentor

All applicants need to select a mentor from among the full or associate professors employed full-time by the department to which they are applying (RIEC). Please prepare and submit a Mentor consent form (Form 4). When preparing the Form 4, applicant should obtain consent from mentor about implementation of your research and securing research space.

- Mentors are people capable of providing excellent guidance, understanding, and support. Tohoku University expects its full and associate professors, as people with diverse life experiences and veterans of higher education and research, to serve as mentors to female researchers who will be hired as assistant professors under this program.

#### 7. Application package mailing address

Tohoku University Center for Gender Equality Promotion (TUMUG)

2-1-1 Katahira, Aoba-ku, Sendai-shi, Miyagi-ken, Japan 980-8577

Phone: 022-217-6011

E-mail: sokushin@tumug.tohoku.ac.jp

#### 8. Deadline

Applications must arrive by October 30, 2018.

#### 9. Screening

Screening is based on a review of the application package, followed in some cases by an interview. Details on the interview will be notified to those selected. Interview travel costs are borne by the applicants. However, in the case of remote areas, we will consider the interview by Internet TV phone, depending on your request.

#### 10. Inquiries

E-mail any questions you have to the contacts below.

Questions on procedural matters:

Ayako Murakami

General Affairs Division, General Affairs and Planning Department, Tohoku University

2-1-1 Katahira, Aoba-ku, Sendai-shi, Miyagi-ken, Japan 980-8577

Phone: 022-217-4811

E-mail: sokushin@tumug.tohoku.ac.jp

Questions on this program:

Yuiko Fujimura (Specially Appointed Lecturer & Chief URA)

Tohoku University Center for Promoting Gender Equality (TUMUG)

2-1-1 Katahira, Aoba-ku, Sendai-shi, Miyagi-ken, Japan 980-8577

Phone: +81-22-217-6011

E-mail: sokushin@tumug.tohoku.ac.jp

#### About gender equality at Tohoku University

- Tohoku University proactively promotes gender equality.
- See the following webpages for information on the university's gender equality initiatives, including support for research skills development and work-life balancing.
  - Tohoku University Center for Promoting Gender Equality: <http://www.tumug.tohoku.ac.jp/>
  - Tohoku University Committee of Gender Equality: <http://www.bureau.tohoku.ac.jp/danjyo/>
- The following webpage provides information on the university's maternity and child-raising support programs.
  - Human Resources and Planning Department: <http://www.bureau.tohoku.ac.jp/jinji/>
- In certain cases Tohoku University offers employees covered by the rules on term of employment the option to extend their term of employment for childcare leave, etc., when extension is deemed necessary for the advancement of research and education.
- Tohoku University has the following on-campus facilities for support work-life balancing:
  - Kawauchi Keyaki Hoikuen nursery (Kawauchi Campus; capacity: 30)
  - Hoshinoko Hoikuen nursery (Seiryō Campus; capacity: 100 in 2018)
  - Aobayama Midori Hoikuen nursery (Aobayama Campus; capacity: 50 in 2018)
  - Hoshinoko Room children's convalescent room (Seiryō Campus)