

Call for Project Research Associate (Tokunin Jokyo) on South West Asian Student Recruitment at the Center for Global Education (GlobE), The University of Tokyo

[Explanation of Institution (recruitment background, explanation of project, job description etc.)]

The Center for Global Education (GlobE) at the University of Tokyo invites applications for qualified candidates to assume the position of project research associate with the responsibility to increase the number of students from South West Asia to the University of Tokyo and other institutions of higher education in Japan. This position is part of MEXT's "日本留学促進のための海外ネットワーク機能強化事業."

GlobE (pronounced "globe"), established in April 2023, aims to promote a global outlook among students by offering a range of international activities as a "Global Education Concierge." The project research associate works primarily to enhance the recognition of the University of Tokyo and other Japanese universities in South West Asia (Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, Sri Lanka) to increase the number of inbound students from the area to Japan under the leadership of the director of the center. Additionally, the project research associate will be involved in sending students from Japan to the area. The project research associate will also be involved in other aspects of educational and administrative activities of GlobE and the University of Tokyo as well as conducting research in one's own area of specialty.

See below for further information about GlobE.

<https://globe.u-tokyo.ac.jp/en/index.html>

*Scope of change: The faculty member may be reassigned, concurrently assigned, or transferred to another position. (In principle, such an order will not be issued against their will. For details, refer to Article 4 of the Regulations Concerning the Employment of University of Tokyo Faculty Members.)

[Research Field]

Research projects in all fields of the humanities, social sciences and natural sciences will be considered. The research and educational interests must be related to South West Asia.

[Address of Work Location]

The Center for Global Education, the University of Tokyo
7-3-1 Hongo Bunkyo-ku Tokyo

*Scope of change: The University will assign the faculty member to work at a designated location. (In principle, the faculty member will not be reassigned or transferred against their will. For details, refer to Article 4 of the Regulations Concerning the Employment of University of Tokyo Faculty Members.)

[Employment Appointment]

The position is of a project research associate (tokunin jokyo)/ 1

[Employment Term]

From October 16, 2026 to March 31, 2027. (Starting date is negotiable.)

[Renewable]

The employment contract may be renewed yearly. Renewal decisions will be made based on consideration of budgetary circumstances, progress on assigned tasks, workload at the end of the contract period, work performance, work attitude, health status, and other factors. Renewals are limited to twice, with the maximum period of employment extending until March 31, 2029.

[Probation Period]

14 days from the date of employment

[Qualifications]

The candidate must possess or be expected possess a doctoral degree and a proven record of research in English. The candidate must also have work experience in institutions of higher education and strong interest in student recruitment from abroad. Strong preference will be given to candidates with professional expertise in international education, particularly related to South West Asia. Experience of having lived in South West Asia is strongly desired. A high level of proficiency in English and Japanese is required and basic knowledge of language(s) of South West Asia is also desirable. Applicants of all nationalities are welcome to apply.

Note: This position requires frequent travel to South West Asian destinations.

[Compensation]

The successful candidate will be hired as a project research associate at the University of Tokyo.

-Salary and benefits:

Salary: Annual salary system in accordance with the University of Tokyo Regulations, with a monthly salary of around JPY400,000.

Commuter allowance: If conditions apply, JPY55,000 per month at maximum

-Business hours: 7 hours and 45 minutes per day, 38 hours 45 minutes per week under a discretionary work system.

-Holidays: Weekends, National holidays, Year-end and New Year holidays.

-Paid Leaves: Annual paid leaves, refreshment leave, congratulatory or condolence leave, etc.

-Available insurances: Eligible for MEXT Mutual Aid Association (health insurance and pension insurance), employment insurance, and workers' accident compensation insurance in accordance with laws and regulations.

*MEXT: Japan's Ministry of Education, Culture, Sports, Science and Technology

[How to Apply]

1. Provide a C.V. Use the standard format provided by the University of Tokyo from the following URL: <https://www.u-tokyo.ac.jp/en/about/jobs.html>

Note: There is NO need to attach your photo at this moment.

2. Provide a list of scholarly accomplishments in the order of (1) single-authored books; (2) co-authored books; (3) edited books; (4) single-authored academic articles; (5) co-authored academic articles; (6) invited lectures and presentations; (7) non-invited lectures and presentations; (8) other academic achievements; (9) others (such as appearance in the media) worth noting for this position. List and provide electronic data of two accomplishments from above you wish to have reviewed carefully for this position. (The electronic data is not necessary for copyrighted books.)
3. A 500-word summary of research accomplishments.
4. An up-to-1000-word statement on the vision and strategy for attracting students to universities in Japan from South West Asia.
5. Names and email contacts of two individuals who can serve as reference. Make sure to include a reference person who can attest to your experience(s) in global education.
6. Go to JREC-IN website (Japan Research Career Information Network JREC-IN Portal (<https://jrecin.jst.go.jp>)) and apply from the job announcement for this position after registering to the site.

Note: The application materials must be put in sequence as [1. CV/ 2. Academic Record/ 3. Research/ 4. Statement/ 5. reference] and saved as one PDF file under your name.

[Deadline]

5 August, 2026, 5 p.m. Japan Standard Time.

[Screening Method]

The candidates will be reviewed by a special personnel committee established by the center. Qualified candidates will be called for either an online or onsite interview. Details will be given when a notification of the interview is announced.

[Selection Results]

All applicants will be notified of the final selection results by e-mail. GlobE is unable to respond to questions regarding the selection process or the reasons for the selection or rejection of candidates.

[Contact Information]

The University of Tokyo
International Education Promotion Group
Planning and General Affairs Team
ic.adm@gs.mail.u-tokyo.ac.jp

[Recruiter Name]

The University of Tokyo

[Additional Information]

- 1 The University of Tokyo is committed to expanding its diversity and inclusion, as announced in UTokyo Statement on Diversity and Inclusion. The successful candidate is expected to fully commit himself/herself/themselves to promoting diversity, equity, and inclusion not only at GlobE but also at the university as a whole.
- 2 The application documents will be used for employment screening only and will not be disclosed to a third party.
- 3 The applicants are responsible for any expenses incurred during the application process.

- 4 Status of measures to prevent passive smoking: Smoking is prohibited on the premises (smoking areas are located outside)
- 5 According to the Foreign Exchange and Foreign Trade Act (FEFTA) and other regulations, if you hold a concurrent position with an overseas organization or receive a substantial amount of income from a foreign government or other source that restricts the sharing of your research skills and outcomes at the University of Tokyo (UT), you may have difficulty fulfilling your responsibilities as a member of the UT faculty. Any subsequent dual employment and others after assuming the position should be limited to the extent that it does not interfere with the sharing of research skills and outcomes at UT.
- 6 For details regarding the working condition, refer to the University of Tokyo regulations.