

To: Heads of Institutions

Date: May 30, 2024

From: Kenji Yoshida, Director-General

National Museum of Ethnology (Minpaku),
National Institutes for the Humanities (NIHU), Japan
(An Inter-University Research Institute Corporation)

Re: Job opportunity in Japan for academic faculty position in northern Latin America (Mexico and Central America) Studies of cultural anthropology, ethnology, or related fields (application deadline July 16, 2024).

The National Museum of Ethnology, Japan, was founded in 1974 and opened to the public in November 1977. Its goals are to conduct cultural anthropological and ethnological research and to increase awareness and understanding of societies and cultures around the world.

The museum has an opening for a new faculty member. See: <https://www.minpaku.ac.jp/offer/>. Details of the position and application process are provided below. Please circulate this information and encourage suitable candidates to apply.

1. Title and number of position(s)

One Associate Professor with tenure or tenure-track Assistant Professor.

2. Contract description

Associate Professor: The appointment is full-time with tenure.

Assistant Professor: The appointment is for five years, full-time, with no renewal of contract. The successful candidate will be employed on a tenure track. After successful completion of the contract, it is possible to change to a new contract as Associate Professor with tenure, depending on an assessment of research achievements and museum activities during the preceding five-year contract.

* If the successful candidate has been employed previously by NIHU on a limited-term contract, his/her appointment at Minpaku may be less than five years. This rule follows regulations governing employees of NIHU and Minpaku.

Reference: Regulations governing employees of NIHU and Minpaku.

See our website: <https://www.minpaku.ac.jp/offer/>

3. Academic discipline

This position requires expertise in humanities of the northern part of Latin America (Mexico and Central America) including cultural anthropology, ethnology and related fields (archaeology, history, linguistics, museology, cultural heritage studies, area studies, material culture studies, etc.) based on fieldwork. It is desirable that the candidate has a wide range of interests, from ancient civilizations to contemporary society, and is willing to engage in museum activities.

4. Commencement of assignment

The successful candidate will be employed from April 1, 2025.

5. Employment status

Employment status is based on work regulations pertaining to working hours, holidays, and leave for staff of NIHU. The Discretionary Labor System for Professional Work is applied with the successful candidate's consent.

6. Salaries and allowances

Salaries and allowances will be based on salary regulations for staff of NIHU.

7. Insurance

Insurance of the National Public Service Mutual Aid Association, employment insurance, and industrial accident compensation insurance are applied to the successful candidate.

8. Requirements

- (1) A Ph.D. or equivalent academic or other experience.
- (2) The ability to communicate in Japanese.

9. Selection process

Interviews (tentatively scheduled in early September 2024) will be conducted following the selection of candidates based on submitted documents. The candidates will be provided with detailed information of the interviews including the date and method in due course.

Interviews will be conducted in person, as far as possible, but online interviews will be considered if needed. Local and international costs for transport and accommodation cannot be provided.

10. Required Documents (in Japanese except (4) and (7))

- (1) An application for employment at the National Museum of Ethnology (see A4 Form 1 attached)
- (2) Curriculum vitae (with photograph attached) (see A4 Form 2 attached)
- (3) Full list of academic achievements (see A4 Form 3)
- (4) Copies of up to five principal publications or theses. (Doctoral thesis may be included)
Publications in a language other than Japanese or English must be accompanied by abstracts in Japanese or English.
- (5) Summary of main academic achievements (A4, single-spaced, two pages or less, free format)
- (6) Plans or intentions for future research and activities in the museum (A4, single-spaced, two pages or less, free format). International trends in the academic community and the general public should be taken into account.
- (7) One letter of recommendation in Japanese or English (A4, free format)

11. Deadline,

The application must arrive at our address by July 16, 2024.

12. Address

Applications should be sent by registered mail to:

Recruiting Committee,
National Museum of Ethnology,
10-1 Senri Expo Park, Suita,
Osaka 565-8511, Japan

in an envelope clearly marked in red as “Application Documents for Northern Latin America”.

Application documents will not be returned to applicants, unless this is requested in advance. The request for return of documents should be accompanied with a stamped, self-addressed envelope enclosed, or a completed “pay on delivery” form for commercial parcel delivery.

If there are any unforeseen difficulties in sending the necessary documents by post, please contact the Recruiting Committee.

Note on personal data:

Personal information provided in response to this public recruiting notice will be seen only

by those involved in the selection process. Once a decision is made, all personal information pertaining to individuals other than the successful candidate will be destroyed. Information about the successful candidate will be retained for use in administration, work assignment, salary processing and other processes related to research and educational activities at the museum.

13. Contact information

For inquiries, please contact the Recruiting Committee, National Museum of Ethnology by email.

E-Mail: kobo-jinji 'at' minpaku.ac.jp *Please replace 'at' with @