

**THE UNIVERSITY OF MANCHESTER**  
**PARTICULARS OF APPOINTMENT**  
**FACULTY OF HUMANITIES**  
**SCHOOL OF ARTS, LANGUAGES & CULTURES**  
**MODERN LANGUAGES AND CULTURES**  
**LECTURER IN JAPANESE STUDIES (TEACHING AND SCHOLARSHIP)**  
**VACANCY REF: HUM-022495**

**Salary:** Grade 6/7 £39,592 to £54,421 per annum depending on relevant experience

**Hours:** Full time

**Duration:** Fixed term from 1st September 2023 to 30 January 2025

**Location:** Oxford Road, Manchester

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**Enquiries about the vacancy, shortlisting and interviews:**

Name: Professor Julia Dobson

Email: [julia.dobson@manchester.ac.uk](mailto:julia.dobson@manchester.ac.uk)

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**Job Description**

**Overall Purpose of the Job**

The School of Arts, Languages and Cultures (SALC) contains one of the UK's largest concentrations of high-quality research and teaching in languages and linguistics. SALC is seeking to recruit a full-time 'teaching and scholarship' lecturer (i.e. research is not included in this role) to contribute to the teaching activities of Japanese Studies which is housed within the department of Modern Languages and Cultures. We welcome applications from candidates specialising in any aspect of Japanese Studies, other than linguistics or religion, though preference may be given to candidates who can teach in the fields of modern history or modern literature. This fixed-term appointment will make an important contribution to Japanese Studies at undergraduate level. Applicants must be fully fluent in English and Japanese. The post is tenable from 1 September 2023 to 30 January 2025

The School is strongly committed to the enhancement of excellence, in step with the University's ambitious plans as set out in the document *Our Future: Vision and Strategic Plan*, which is designed to cement the University's place within the world's top 25 universities. In REF 2021, Modern Languages at Manchester achieved an excellent result. Teaching is a key element of the

School's activity and students at all levels benefit from the breadth of the School in that they can combine languages and pursue interests from a cross-cultural and cross-linguistic perspective.

### **Key Responsibilities**

You will be required to:

- Liaise with the Head of Modern Languages and Cultures and the Undergraduate Programme Director for Japanese Studies with regard to teaching activities and pastoral duties.
- Convene and deliver teaching for a variety of undergraduate courses on Japanese studies. This may involve designing course units and creating teaching materials, as required.
- Convene and/or deliver teaching on other related course units, at both undergraduate and postgraduate levels, as required.
- Teach and provide pastoral support for students who are either studying abroad or undertaking study abroad cover programmes.
- Contribute to admissions and recruitment activities.
- Provide formative and summative assessment, including appropriate feedback; working with course convenors to set and mark examinations and coursework according to University criteria.
- Be available for consultation with students (academic advisees) during a minimum of two designated office hours per week.
- Undertake other duties, administrative or otherwise, as may reasonably be required.

### **Person Specification**

#### **Essential**

- A PhD in a relevant field – awarded or thesis submitted before the start of the position
- Fluency (oral and written) in English and Japanese.
- Teaching experience in Japanese Studies at university level
- Excellent teaching and interpersonal skills and ability to empathise with students.
- Ability to work in a team and to contribute to collegiality.
- Experience of using IT resources, including virtual learning environments, for teaching purposes.

#### **Desirable**

- Experience in course unit design.
- Experience of university administration.

The candidate chosen will be the one who matches most closely the overall requirements of the post, so candidates should address the above criteria in their applications.

#### **Interview task**

Short-listed candidates will be asked to deliver a 20-minute teaching demonstration – ie offer a 20-minute section of an actual class as opposed to an entire class condensed into 20 minutes.