

THE HONG KONG POLYTECHNIC UNIVERSITY

DEPARTMENT OF CHINESE AND BILINGUAL STUDIES

Post Specification

Teaching Fellow / Instructor in Japanese Language Studies (Ref. 22052424)

[Appointment period: twenty-four months]

The Department of Chinese and Bilingual Studies (CBS) is one of the constituent departments of the Faculty of Humanities. One of the core missions of CBS is to promote and develop studies of Chinese in multilingual contexts and studies of multilingualism in Chinese contexts. With over 50 full-time academic and teaching staff members, CBS is a vibrant center for research in the areas of Chinese linguistics, corpus linguistics, language and communication disorders, cognitive neuroscience, bilingual communication, Chinese language education, Chinese language testing, language technology, and translation and interpreting. The Department now seeks to extend its strength in areas like language data analytics and computational linguistics. The Department is also devoted to offering high-quality education programmes at different levels (bachelor's, master's, and doctoral) in Chinese Linguistics, Chinese Language Teaching, Teaching Chinese as a Foreign Language, Speech Therapy, Translating and Interpreting, Bilingual Corporate Communication, as well as Korean/Japanese language and culture courses at bachelor's level. Within the Department, there is a PolyU-PekingU Research Centre on Chinese Linguistics, a Speech Therapy Unit, a Research Centre for Language, Cognition, and Neuroscience, and a Centre for Translation Studies. More information about the Department may be found at <http://www.cbs.polyu.edu.hk/>.

Duties

The appointee will be required to:

- (a) engage in teaching of Japanese language and culture subjects. The appointee is expected to teach various levels and types of subjects offered by the Department;
- (b) co-ordinate teaching and contribute to the development of teaching and learning materials, subject and curriculum; and engage in teaching-related administrative duties and extra-curricular activities related to the local and/or Japan-related community;
- (c) engage in scholarly activities and pedagogical exploration in relation to the above areas; and
- (d) undertake administrative duties in academic and departmental affairs, and take up an active role in assisting with programme management for the further development of the Department's objectives.

Qualifications

Applicants should have:

- (a) a master's degree in an appropriate discipline related to second/foreign language teaching;
- (b) at least five years' experience in teaching Japanese language subjects at the tertiary level;
- (c) native or near-native mastery of the Japanese language;
- (d) experience in deploying varied language teaching methods, developing language teaching materials and subject syllabi, and coordinating team teaching. Familiarity with curriculum development is preferred;

- (e) experience in organising socio-cultural events as part of the curricular or extra-curricular activities; and
- (f) a highly proficient level of English and be able to perform teaching-related administrative tasks independently. Proficiency in Cantonese / Putonghua will be an advantage.

Applicants with lower qualifications or less relevant work experience may be considered for appointment at Instructor level. The job requirements and expectations will be in line with the appointed grade.

Remuneration and Conditions of Service

A highly competitive remuneration package will be offered. Applicants should state their current and expected salary in the application.

Application

Please send a completed application form by post, nominate two referees from different institutions/organisations by providing their names, addresses and relationship with the applicants, to **Human Resources Office, 13/F, Li Ka Shing Tower, The Hong Kong Polytechnic University, Hung Hom, Kowloon, Hong Kong** or via email to hrstaff@polyu.edu.hk. Application forms can be downloaded from https://www.polyu.edu.hk/hro/careers/guidelines_and_forms/forms. If a separate curriculum vitae is to be provided, please still complete the application form which will help speed up the recruitment process. **Consideration of applications will commence on 7 June 2022 until the position is filled.** The University's Personal Information Collection Statement for recruitment can be found at https://www.polyu.edu.hk/hro/careers/guidelines_and_forms/pics_for_recruitment.

24 May 2022