Kyoto Seika University, Faculty of Manga, Department of Animation

Recruitment Guidelines for Specially Appointed Faculty Member

Faculty / Department	Animation Course , Department of Animation, Faculty of Manga
Available Position	Specially Appointed Faculty (Professor, Associate Professor, or Lecturer) − Drawing Specialization, 1 positions
Field of Specialization	Animation
Background of Recruitment	The Animation Course in the Department of Animation, Faculty of Manga, aims to nurture individuals who can play active roles at the forefront of commercial animation. Based on this educational philosophy, we are striving to provide high-quality education in both digital and analog expressions, including character acting and direction, drawing techniques, background art, sound, cinematography, and 3D. Therefore, we are seeking a faculty member who can instruct students in specialized knowledge and advanced practical skills to nurture the next generation of creators.
Expected Start Date	April 1, 2027
Term of Employment	1-year contract. However, if continued employment is deemed necessary, the contract may be renewed up to a maximum of 5 years* based on corporate regulations. *For those who have been continuously employed by our corporation for 5 years or more since April 2013, the number of years exceeding 5 years will be subtracted from the 5-year maximum contract limit.
Location	Kyoto Seika University (Sakyo-ku, Kyoto)
Job Description	1) Teaching the specialized practical subjects (Core practical, Applied Practicum, Graduation Research, etc.) in Department of Animation, graduation production guidance, thesis guidance. 2) Providing guidance to students outside of classroom. 3) Taking part in student recruitment activities. 4) Other teaching-related duties as assigned by the President, Vice President, or Dean of the Faculty.
Expected Courses to Teach	" Basics in Drawing for Animation 1・2", " Drawing for Animation 1・2", " Practicum in Animation 1・2", Basics in Animation Direction 1・2, Computer Graphics Animation 1・2, Graduation Project Planning, Graduation Research Practicum1・2 , etc.
Application Requirements	1)Individuals who agree with the founding philosophy of our university and have a strong interest in university education, research, and administration. 2) Individuals with a deep passion for university-level education, capable of guiding students from their perspective and actively engaging in university management.

	3) Possesses practical experience and high-level skills in commercial animation production, such as key/in-between animation, animation direction, storyboarding, episode direction, series direction, or digital/analog drawing techniques and background art. 4) Can independently develop, improve, and teach classes based on commercial animation.. 5) Is fully versed in and can teach the entire workflow based on commercial animation. 6)Individuals of any nationality who have sufficient Japanese language proficiency to fully perform university administrative duties and instruct students. 7) Individuals who are highly collaborative and capable of developing and managing courses in cooperation with others. 8)Individuals who, in accordance with the university's Diversity Promotion Declaration, respect diversity among students and staff in education, research, and employment. 9) Individuals available to work at least 3 or 4 days per week. 10) Individuals who hold a master' s degree or higher in a relevant field-or who have equivalent academic credentials or achievements. * The university has issued a Diversity Promotion Declaration, and is actively working to enhance educational, research, and working environments from a diversity-driven perspective. We welcome applications from women and researchers of foreign nationality for faculty positions.
Reference URLs *Please review before applying.	**Founding Philosophy** https://www.kyoto-seika.ac.jp/about/idea/ **Ideal Faculty Profile and Faculty Organization Policy** https://www.kyoto-seika.ac.jp/about/report/gjh1lq00000029dg-att/gjh1lq0000005tgo.pdf **Diversity Promotion Declaration** http://www.kyoto-seika.ac.jp/about/diversity.html **University Curriculum and Course Details (Seika Portal "Study Guide" & "Syllabus Inquiry")** https://portal.kyoto-seika.ac.jp/uprx/up/pk/pky001/Pky00101.xhtml
Working Conditions / Benefits	**Base Annual Salary:** 4,610,000 JPY – 5,680,000 JPY *The monthly salary is 1/15 of the base annual salary. (Example) Professor working 4 days/week: 378,000JPY/month,3days/week:325,000JPY/month (Example) Associate Professor working 4 days/week: 366,000 JPY/month, 3 days/week: 316,000 JPY/month (Example) Lecturer working 4 days/week: 354,000 JPY/month, 3 days/week: 307,000 JPY/month **Salary Increase**: None **Bonus**: Yes **Retirement Allowance**: Yes **Commuter Transportation Allowance**: Yes (up to 55,000 JPY/month) **Retirement Age System**: Yes **Health Insurance**: Yes **Welfare Pension Insurance**: Yes **Workers' Accident Compensation Insurance**: Yes **Employment Insurance**: Yes **Working Hours**: 09:00 – 17:30

	Holidays / Vacations: Sundays, non-working days other than Sundays, national holidays, year-end and New Year holidays (According to the academic calendar. National holidays may occasionally be class days). **Year-end/New Year Holidays**: FY2026 / December 25, 2026 – January 3, 2027 (planned) **Paid Leave**: Yes (days according to the number of prescribed working days) Working conditions are based on the regulations of Kyoto Seika University.
Application Documents	Please be sure to submit the following three items: (ア), (イ), and (ウ). **Electronic Application (*Submission via JREC-IN Portal Web application function)** - (ア) Curriculum Vitae and List of Achievements (University-designated format. CV must include a photo data. The List of Achievements should be categorized into books, papers, academic conference presentations, research grants obtained, etc., and papers should be categorized into peer-reviewed and others. Affiliated academic societies and social activities should also be listed.) - 1 copy - (イ) Statement of Purpose and Educational/Research Aspirations after appointment (approx. 2000 characters) *Please download the format from the JREC-IN public recruitment page. **Mailed Documents** - (ウ) Research Achievement Materials (Books, academic papers, artworks, etc.) ・Printed materials of major books, etc., and 5 offprints of major papers (copies acceptable), each with an abstract of about 400 characters on A4 paper. OR ・Artwork Portfolio (Submit works compiled in a portfolio format, up to 3 volumes). *We may ask you to submit additional documents during the selection process. **<Notes on Application>** Application documents (ア) and (イ) must be submitted as electronic data via the JREC-IN Portal Web application function. Please name the files as follows: （ア）"rirekisyo-gyosekisyo-last-first.docx" Example: For Taro Seika, "rirekisyo-gyosekisyo-seika-taro.docx" （イ）"siboudouki-hofu-last-first.docx" Example: For Taro Seika, "siboudouki-hofu-seika-taro.docx" Please submit application document (ウ) by mail to the submission address below.
Mailing Address for Documents	〒606-8588　京都市左京区岩倉木野町 137 番地　京都精華大学 学長 宛 Please mail the documents by registered mail (Kakitome) or Letter Pack. Write **"マンガ学部 アニメーション学科（作画）特任教員応募書類在中"** in red on the envelope, and clearly state your address and name on the front of the envelope.
Application Deadline	Valid if postmarked by Wednesday, December 16, 2026.

【Selection Process】

Document Screening: All applicants will be notified of the screening results by email by January 30, 2027.

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Second Round - Interview and Mock Class : Held at the university, for those who pass the first round only.

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Third Round - Interview : Held at the university, for those who pass the second round only.

※Notifications regarding selection will be sent to the email address or phone number listed on your resume.

※Please note that travel and accommodation expenses for the selection process will not be reimbursed.

※Personal information provided in the application documents will be used solely for this selection process and not for any other purpose (however, information of successful candidates will also be used for personnel management). In principle, submitted documents will not be returned. If you wish to have books or other items returned, please enclose an envelope with a cash-on-delivery courier slip (with required information filled out) at the time of application. Please note that we cannot return items without it.

【Inquiries】

President's Office Group, Kyoto Seika University
Weekdays 9:00 – 17:30 (Closed on weekends and national holidays)
MAIL: poffice@kyoto-seika.ac.jp TEL: 075-702-5317

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