

# Faculty Positions for Fall 2026

## 1. Positions by Field

Category	College	Area of Specialization	No. of Positions	Notes
International Faculty	International College	Korean Language Education	2	1. Foreign national 2. Master's degree or higher in Korean Language Education (degree must be completed by August 31, 2026) 3. Ability to teach in Vietnamese and Korean or Chinese and Korean 1. Preferred: – Ph.D. in Korean Language Education – University-level teaching experience
		Management	1	1. Foreign national 2. Master's degree or higher in a relevant field (degree must be completed by August 31, 2026) 3. Ability to teach in Korean and Chinese
		Finance	1	1. Foreign national 2. Master's degree or higher in a relevant field (degree must be completed by August 31, 2026) 3. Ability to teach in Korean and Chinese
		Media Design (All Fields, Including AI Applications)	1	1. Foreign national 2. Master's degree or higher in a relevant field (degree must be completed by August 31, 2026) 3. Ability to teach in Korean and Chinese
		Artificial Intelligence or Data Science (All Fields)	1	1. Foreign national 2. Master's degree or higher in a relevant field (degree must be completed by August 31, 2026) 3. Ability to teach in Korean and Chinese
		Cosmetic Science (All Fields)	1	1. Foreign national 2. Master's degree or higher in a relevant field (degree must be completed by August 31, 2026) 3. Ability to teach in Korean and Chinese
	Graduate School of Future Strategy Convergence	K-Culture	1	1. Foreign national 2. Ph.D. in a relevant field (degree must be completed by August 31, 2026) 3. Preferred: – Specialization in K-Culture – Proficiency in Uzbek

※ Applicants must meet all listed qualifications for the respective position.

※ Master's and Ph.D. degree holders in each field include those expected to obtain their degrees by August 31, 2026.

※ Full-time faculty members may be jointly appointed across departments or academic units outside their primary field.

※ Full-time faculty members may be required to teach courses in English.

## 2. Minimum Qualifications

Minimum Qualifications	
International Faculty (Foreign Nationals)	<p>a. Applicants must have no disqualifying grounds for appointment under the regulations governing faculty appointments at private universities.</p> <p>b. Applicants must hold (or be eligible to obtain) an appropriate visa status permitting employment as a university faculty member in accordance with the Immigration Control Act.</p>

### 3. Application Period and Submission Method

- a. Application Period : **From May 7, 2026 (Thu) 10:00 AM to May 13, 2026 (Wed) 12:00 PM (noon)**
- b. Application Method
- International Faculty (Foreign Nationals): Applications must be submitted by email(research@dongduk.ac.kr)
    - Applicants may revise and resubmit information until the application deadline.
    - As email transmission errors may occur on the deadline date, applicants are advised to submit their materials as early as possible.
    - Only applicants who pass the initial screening will be invited to submit additional research materials for the second-round review.

### 4. Required Application Materials

- a. Initial Screening
- International Faculty (Foreign Nationals) (Email Submission)
    - Application Form (university-prescribed format)
    - Personal Statement (university-prescribed format)
    - Teaching Plan (university-prescribed format)
    - Research Plan (university-prescribed format)
    - Research Achievements List  
(university-prescribed format) limited to master's and doctoral dissertations and research achievements published within the past four years [September 1, 2022 – August 31, 2026]
    - Copy of passport photo page
    - Two letters of recommendation
    - Copies of undergraduate and graduate degree certificates and official transcripts
      - ※ All documents must be submitted in Korean or English.
      - ※ Documents in other languages must be accompanied by a translation certified and signed by the applicant.
- b. Second-Round Review (Field Evaluation) (Only candidates who pass the initial screening will be invited to submit additional materials. Successful applicants will be notified individually.)
- Official academic transcripts and certificates of graduation (Bachelor's, Master's, and Ph.D.) — one original copy
  - Copy of the doctoral diploma (For applicants with foreign doctoral degrees, submission of a Ph.D. registration certificate issued by the National Research Foundation of Korea is required) — one original copy
  - Original certificates of employment and professional experience (covering all positions listed in the application) — one original copy
  - Research outputs
    - International applicants: limited to master's and doctoral dissertations and research achievements published within the past four years (September 1, 2022 – August 31, 2026)
    - One original and one copy of each item must be submitted.
    - ※ Original published research outputs must be submitted. If offprints (or PDF files, etc.) are submitted, applicants must bring the original materials to allow for verification against the originals. If it is difficult to bring the original materials and a PDF file is submitted instead, the publication date must be clearly indicated. In such cases, only the official print publication date (not the online publication date) will be recognized, and it must be dated prior to the application deadline. In addition, applicants must print and submit the journal cover page (including the title, volume, and issue number) and the complete table of contents. Failure to provide these supporting documents may result in rejection of the application.
- c. Final Interview Stage (Only candidates who pass the second-round review (field evaluation) will be

invited for interviews. Candidates will be notified individually after the second-round review)

## 5. Terms of Appointment

- a. Anticipated Start Date : September 1, 2026
- b. Full-time international faculty members will be subject to the university's policies governing international faculty appointments.
- c. In accordance with applicable regulations (including the Enforcement Decree of the Educational Public Officials Act and the University Regulations on Faculty Appointments), the university reserves the right not to make an appointment if no suitable candidate is identified or the appointment is deemed to adversely affect the balanced development of the department, collegiality, or student advising.
- d. If any information provided in the application is found to be false or misleading, the university reserves the right to terminate the appointment.

## 6. Selection Process and Evaluation Criteria

### a. Initial Screening (Document Review)

- The initial screening evaluates applicants' fit with the advertised field, as well as their qualifications and competencies, based on submitted application materials.
- Results from the initial screening are used solely to determine eligibility for the next stage and are not carried forward into subsequent evaluations.

### b. Second-Round Review (Field Evaluation)

- Only candidates who pass the initial screening will be considered. Evaluation will be based on disciplinary fit, research achievements, academic background, teaching and professional experience, as well as public lectures and research presentations.
- Results from the second-round review are used to select candidates for the interview stage and will also be combined with interview scores to form the final evaluation.

### c. Final Stage (Interview)

- Candidates who pass the previous stages will be evaluated through interviews assessing their professional qualifications, character, overall competence, and teaching philosophy.
- Interview results will be combined with the second-stage evaluation scores to determine the final outcome.

## 7. Important Notes for Online Application and Document Submission

### a. Online Application Instructions

- Applicants must complete all sections accurately and ensure that no required information is omitted.
- Please enter your full legal name and provide a valid email address.
- Provide a telephone number where you can be reached at all times.
- For educational background, specify dates of enrollment and graduation (degree conferral date), and list all institution names in full official form.
- Degrees must be listed exactly as indicated on official diplomas. GPA must match the official academic transcript. If transcripts are not issued for certain graduate programs (e.g., Master's or Ph.D.), please enter 'N/A' in the corresponding field.
- If you have earned multiple degrees at the same level (e.g., more than one bachelor's, master's, or doctoral degree), please list all.
- Employment history should be listed in reverse chronological order, including teaching, research, and professional experience.
- Research outputs are to be submitted during the second-round review (field evaluation). Only candidates who pass the initial screening will be contacted.

#### **b. Submission of Materials for Second-Round Review**

- All required materials for the second-round review must be submitted in person.
- Required documents include: Research achievements list and all supporting documents listed in the application (e.g., transcripts, diplomas, certificates of employment, research outputs, etc.)
- The applicant's name and field of specialization listed on the Research Achievements List must match those on the Faculty Application Form.
- Research outputs must be submitted in reverse chronological order of publication, ensuring the sequence aligns with the online application entries.
- Publication titles may be written in Korean or English. Titles in other languages must be translated into Korean or English, including any subtitles.

### **8. Important Notes for Applicants**

- If any information regarding education, employment, or degrees is found to be false, or if required documents are not submitted by the specified deadline, the applicant may be disqualified at any stage of the review process, and any appointment may be revoked.
- Applicants may review and revise their application at any time prior to the submission deadline. Changes made after the deadline will not be accepted, so applicants are encouraged to verify all entries carefully.
- Applicants may apply to only one position within the university. Multiple applications will result in disqualification from all positions.
- All documents issued in languages other than Korean or English must be accompanied by a translation signed by the applicant, and the issuing institution's address must be indicated at the bottom.
- All communications regarding the recruitment process will be sent via email. Applicants are responsible for providing an accurate email address. The university is not responsible for any disadvantages resulting from incorrect contact information.
- The university is not responsible for any issues arising from system errors during the online application process. The application deadline is 12:00 PM (noon) on the final day, and late submissions will not be accepted.

**(136-714) 서울시 성북구 화랑로 13길 60 동덕여자대학교 교무처 연구지원실 (본관 312호)**

**☎ : 940-4041 / FAX : 940-4349**