

Title	Part-time English Lecturers at the Global Education Center, Tokyo Kasei University	
Institution	Tokyo Kasei University	
URL of department	https://www.tokyo-kasei.ac.jp/international/global/index.html	
Department	Global Education Center	
Job description	1. Teaching: English IA(1st year, Speaking), IIA (2nd year, Writing), English Communication I, II (Oral Communication)	
	2. Attendance: Some of the following classes. 1~4 periods on Monday and Wednesday, and 4th period on Saturday	
	1: 9:00 a.m. - 10:40 a.m.	
	2: 10:55 a.m. - 12:35 p.m.	
		3: 1:25 p.m. - 3:05 p.m.
		4: 3:20 p.m. - 5:00 p.m.
		5: 5:15 p.m. - 6:55 p.m.
Address	1-18-1 Kaga, Itabashi-ku, Tokyo, 173-8602 (Nearest station : Jujo station on the Saikyo-sen line)	
Number of positions	6 positions	
Starting date	April 1st, 2020	
Research field	Humanities, Linguistics	
Job type	English lecturer, part-time	
Employment status	Part-time (Nontenured)	
Work location	Kanto district - Tokyo	
Qualification	<ol style="list-style-type: none"> 1. Master's degree or above in TESOL/TEFL, applied linguistics or a related area; 2. English teaching experience at the university level; 3. Native speaker proficiency of English with sufficient Japanese ability; 4. Must be able to conduct classes in English to students with various levels of proficiency; 5. Must be able to reside within or near Kanto area; 6. Must understand the school policy and conduct the classes in accordance with it. 	
Compensation	Salary: According to the university employment regulations (The details will be shown in the interview.)	
Deadline for application	September 16th, 2019 Deadline for receiving application	
Application /selection /notification of result /contact details	<p>Documents required:</p> <ol style="list-style-type: none"> (1) CV (2) List of publications <p>*All the application materials you have submitted to us will only be used for the present recruitment.</p> <p>Submit applications to:</p> <p>Global Education Center, Tokyo Kasei University 1-18-1 Kaga, Itabashi-ku, Tokyo, 173-8602</p>	

	<p>*Please write “Application for Part-time English Lecturer Position (GEC)” in red on the front side of the envelope, and send it by registered mail.</p> <p>*Application by e-mail will not be accepted.</p> <p>*Documents submitted with your application will not be returned, and will be discarded once the selection process has been completed. Academic publications submitted can be returned on request together with post-stamped and self-addressed envelope.</p> <p>Selection process:</p> <p>1st screening: Review of application forms.</p> <p>2nd: Interviews with those who have passed the first stage will be held at Tokyo Kasei University (around at the end of September). As part of the interview, the candidate will be asked to perform a demonstration “English IA” lesson. Travel expenses will not be reimbursed.</p> <p>Where to make contact:</p> <p>Global Education Center, Tokyo Kasei University</p> <p>E-mail: gec@tokyo-kasei.ac.jp (The title of the message should read: “Application for Part-time English Lecturer Position (GEC).”)</p> <p>*We do not respond to telephone inquiries.</p>
Others	—