

Title		Part-time English Lecturer at the Global Education Center, Tokyo Kasei University (Itabashi Campus)
Institution		Tokyo Kasei University
URL of department		https://www.tokyo-kasei.ac.jp/international/
Department		Global Education Center
	Job description	<ol style="list-style-type: none"> Subjects to teach: English IA (1st year students, Speaking) English IIA (2nd year students, Writing) English Communication I (junior college students, Speaking) English Communication II (junior college students, Speaking) Class schedule: English IA: 1st and 2nd periods on Mondays and/or Wednesdays English IIA: 3rd and 4th periods on Mondays and/or Wednesdays English Communication I: 4th and 5th periods on Saturdays English Communication II: 4th and 5th periods on Saturdays 1st period: 9:00 a.m. - 10:40 a.m. 2nd period: 10:55 a.m. - 12:35 p.m. 3rd period: 1:25 p.m. - 3:05 p.m. 4th period: 3:20 p.m. - 5:00 p.m. 5th period: 5:15 p.m. - 6:55 p.m. The classes are 100-minute long and meet once a week.
	Address	1-18-1 Kaga, Itabashi-ku, Tokyo, 173-8602 (Nearest station : Jujo station on JR Saikyo line)
	Number of positions	Approx. 3
	Starting date	April 1, 2023
Research field		Humanities, Linguistics
Job type		English lecturer, part-time
Employment status		Part-time (Nontenured)
Work location		Kanto district - Tokyo
Qualifications		<ol style="list-style-type: none"> Candidates must have Master's degree or above in TESOL/TEFL, applied linguistics or a related area; Candidates should have English teaching experience at university level; Candidates must have native speaker proficiency in English with sufficient competence in Japanese; Candidates must be able to conduct classes in English to students with various levels of proficiency; Candidates should reside within or near Kanto area; Candidates are to have a deep understanding of the founding spirit of Tokyo Kasei University and to be able to carry out classes and school duties with enthusiasm and ingenuity; Candidates must have a valid Japan work visa.
Compensation		The amount of salary is to be determined according to the university employment regulations.
Deadline for application		August 22, 2022 Deadline for receiving application
Application /selection /notification of result /contact details		<p>Documents required using specified formats:</p> <ol style="list-style-type: none"> CV Photo form (Photo pasted on specified paper) CV 2 (Brief personal history) Copy of your residence card <p>*Please download the forms from the link below. https://www.tokyo-kasei.ac.jp/industry/researcher_recruiting/document/forms_for_application.html *Please follow the guidelines exactly to complete the forms. *You do not need to send us copies of your publications.</p>

	<p>*All the application materials you submit to us will only be used for this recruitment.</p> <p>Submit applications to: 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. *Application by e-mail will not be accepted. *Documents submitted with your application will not be returned, and will be discarded once the selection process has been completed.</p> <p>Selection process: 1st screening: Review of application documents. 2nd screening: The shortlisted candidates will be interviewed and give a demonstration lesson at Tokyo Kasei University in early September. Travel expenses will not be reimbursed.</p> <p>Where to make contact: Global Education Center, Tokyo Kasei University E-mail: gec-jinji@tokyo-kasei.ac.jp *The title of the message should read: “Application for Part-time English Lecturer Position (GEC).” *We do not respond to telephone inquiries.</p>
Others	—