

Title	<b>Part-time English Lecturer at the Global Education Center, Tokyo Kasei University (Itabashi Campus)</b>
Institution	Tokyo Kasei University
URL of department	<a href="https://www.tokyo-kasei.ac.jp/international/">https://www.tokyo-kasei.ac.jp/international/</a>
Department	Global Education Center
Job description	<ol style="list-style-type: none"> <li>Subjects to teach: English IA (1st year students, Speaking) English IIA (2nd year students, Writing)</li> <li>Class schedule: English IA: 1st and 2nd periods on Mondays and/or Wednesdays English IIA: 3rd and 4th periods on Mondays and/or Wednesdays * Two or more of the above classes will be offered depending on the availability  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.</li> </ol>
Address	1-18-1 Kaga, Itabashi-ku, Tokyo, 173-8602 (Nearest station : Jujo station on JR Saikyo line)
Number of positions	1 *Number of positions may change due to circumstances.
Starting date	<a href="#">April 1, 2025</a>
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"> <li>Candidates must have Master's degree or above in TESOL/TEFL, applied linguistics or a related area;</li> <li>Candidates should have English teaching experience at university level;</li> <li>Candidates must have native-level English proficiency with sufficient competence in Japanese;</li> <li>Candidates must be able to conduct classes in English to students with various levels of proficiency;</li> <li>Candidates should reside within or near the Kanto area after employment;</li> <li>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;</li> <li>Candidates must have a valid Japan work visa.</li> </ol>
Compensation	The amount of salary is to be determined according to the university employment regulations.
Deadline for application	<a href="#">September 2, 2024</a> Deadline for receiving application
Application /selection /notification of result /contact details	Documents required using specified formats: (1) CV (2) Photo form (Photo pasted on specified paper) (3) CV 2 (Brief personal history) (4) Availability (※We give high priority to those who are able to teach on Mondays and Wednesdays from 1st to 4th period.)

	<p>*Please download the forms from the link below.  <a href="https://www.tokyo-kasei.ac.jp/industry/researcher_recruiting/document/forms_for_application.html">https://www.tokyo-kasei.ac.jp/industry/researcher_recruiting/document/forms_for_application.html</a></p> <p>*Please follow the guidelines exactly to complete the forms.          *You do not need to send us copies of your publications.          *All the application materials you submit to us will only be used for this recruitment.</p> <p><b>Submit applications to:</b>  <b>Global Education Center, Tokyo Kasei University</b>  <b>1-18-1 Kaga, Itabashi-ku, Tokyo, 173-8602</b></p> <p>*Please write <b>“Application for Part-time English Lecturer (GEC)” in red</b> on the front side of the envelope, and send it by registered mail.          *<b>Application by e-mail will not be accepted.</b>          *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 will be asked to give a demonstration lesson at Tokyo Kasei University on one of the following dates: <a href="#">Sat. September 7</a>, <a href="#">Sun. September 8</a>, and <a href="#">Mon. September 9</a>. Travel expenses will not be reimbursed.          *The above schedule is tentative and subject to change.          *1st screening results: Only those who have been added to the selection process will be contacted by e-mail by 3:00 p.m. on Fri. September 6, 2024.          *2nd screening results: Selection results will be notified directly to the applicant by e-mail.</p> <p>Where to make contact:          Global Education Center, Tokyo Kasei University          E-mail: <a href="mailto:gec-jinji@tokyo-kasei.ac.jp">gec-jinji@tokyo-kasei.ac.jp</a>          *The title of the message should read: “Application for Part-time English Lecturer (GEC).”          *We do not respond to telephone inquiries.</p>
Others	—