

Title		Part-time English Lecturers 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"> 1. Teaching: English IA (1st year, Speaking) English IIA (2nd year, Writing) English Communication I (Junior College 1st year, Speaking) /II (Junior College 2st year, Speaking) 2. Attendance: 1st and 2nd periods on Wednesdays (English IA) 3th and 4th periods on Wednesdays (English IIA) 4th and 5th periods on Saturdays (English Communication I/II) <p>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.</p> <p>*Tokyo Kasei's classes are 100 minutes long.</p>
	Address	1-18-1 Kaga, Itabashi-ku, Tokyo, 173-8602 (Nearest station : Jujo station on the Saikyo-sen line)
	Number of positions	2 positions
	Starting date	April 1, 2022
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; 7. Must have a work visa in Japan.
Compensation		Salary: According to the university employment regulations (The details will be shown after the interview.)

Deadline for application	September 8, 2021 Deadline for receiving application
Application /selection /notification of result /contact details	<p>Documents required:</p> <p>(1) CV</p> <p>(2) Photo form (Photo pasted on specified paper)</p> <p>(3) CV2 (Brief personal history)</p> <p>(4) Copy of your residence card</p> <p>*Please download the specified format from the below link. https://www.tokyo-kasei.ac.jp/industry/researcher_recruiting/document/forms_for_application.html</p> <p>*Please follow the guidelines to complete the forms.</p> <p>*You do not need to send us copies of major academic papers.</p> <p>*All the application materials you have submitted to us will only be used for the present 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 (Type 2)” 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, or by online (around at the middle/end of September). As part of the interview, the candidate will be asked to perform a demonstration lesson. Travel expenses will not be reimbursed.</p> <p>Where to make contact: Global Education Center, Tokyo Kasei University 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	—