

POSITION FOR INSTRUCTOR OF ENGLISH AS A FOREIGN LANGUAGE (April. 2015)

The Language Center in the Organization for Academic Affairs, **Kwansei Gakuin University**, invites applications for **one full-time position** (one-year contract renewable for up to four years total by mutual agreement) of Instructor of English as a Foreign/Second Language (IEFL) to teach in undergraduate and graduate courses starting in **April 2015**.

Applicants should have a **Master's degree** in TESOL or Applied Linguistics, as well as relevant teaching experience. Native/Near-native speaker competence in English is required and fluency in Japanese preferable. Interested applicants should send the following documents **by registered post to arrive by February 9th, 2015. E-mail submissions will not be accepted.**

- 1) A resume/CV
- 2) A list of publications and presentations with an abstract (100 to 150 words) for each of them
- 3) At least one letter of recommendation
- 4) A copy of the applicant's diploma
- 5) A written statement of the applicant's views on teaching and career objectives (500-800 words)
- 6) Copies of two major research articles published in academic journals (three sets)

Send the application package by registered mail to:

IEFL Hiring Committee
Language Center in the Organization for Academic Affairs
Kwansei Gakuin University
1-1-155 Uegahara
Nishinomiya 662-8501, Japan

Please write "IEFL-April. 2015" on the envelope. Application materials will not be returned.

Interview:

Short-listed candidates will be invited for interviews held at Kwansei Gakuin University, Nishinomiya-Uegahara campus **in February 14th, 2015**.

Notes:

- * Finalists' travel expenses and hotel stay for interviews will not be reimbursed.
- * Resumes and other materials will not be returned.

Contact:

English Programs Coordinator, Osato SHIKI (Professor)

Language Center in the Organization for Academic Affairs, Kwansei Gakuin University

E-mail: lc_recruit@kwansei.ac.jp

Inquiries should be made by **e-mail only**.

Details of the job:

Kwansei Gakuin University is a private school founded on Christian principles in 1889. Now with an enrollment of over 20,000 in its eleven schools, the University through the Language Center administers the Intensive English Program (IEP) taught by native/near-native speakers of English for qualified, highly motivated students selected from all schools of KGU. The classes in the IEP mainly consist of 25 or fewer students.

Instructors will be working in a team situation under the supervision of experienced faculty, and carry a maximum of 10 classes of 90 minutes a week each term with other duties limited to no more than ten hours per week. Special between-term courses will be held but duty hours will be no more than 15 hours per week. Remuneration will be in yen, and the annual salary is approx. ¥5,200,000. In addition, Housing and health insurance are partially subsidized, but utility expenses are borne by the teacher. Personal research allowances and business trip allowance are in line with university policy. As with other faculty, each person hired will be expected to support the principles of Christian education.

For further details of the IEP, please visit our webpage at:

http://www.kwansei.ac.jp/c_language/c_language_001246.html