Part-time English teaching positions available at
The University of Electro-Communications

**Job Description:** The English department of the University of Electro-Communications, a national science university in Chofu, Tokyo, is seeking candidates for part-time teaching positions from April 1, 2016. The positions are renewable on a yearly basis upon mutual agreement.

**Job Details:** Teach one or multiple courses from the following: 1st year undergraduate English courses in Academic Spoken English or Academic Written English (on Tuesday and/or Friday mornings), Academic Presentation/Writing in English for the 3rd year (Friday evenings), in the Spring (starting in April) and Fall (starting in October) semesters. In addition, part-time teachers are expected to work cooperatively in a coordinated English program and participate in faculty development activities of the English department.

**QUALIFICATIONS:**
(1) Completion of a Master’s degree in TESOL (preferred), or other relevant areas
(2) Teaching experience at university or college
(3) Publication of at least two academic papers (indicate whether they are refereed or not)
(4) Advanced proficiency in English and ability to teach through English
(5) Working proficiency in Japanese required to deal with the administrative requirements of the university

**SALARY AND BENEFITS:**
In accordance with the part-time teaching rate of the university.

**APPLICATION MATERIALS:**
(1) Statement of teaching philosophy within 1,000 words in English
(2) Resume in English, detailing: Personal background information, qualifications, relevant work experience, presentations, publications or other academic research activities
(3) Electronic copies of two refereed publications
(4) Names and contact details of three referees

**SELECTION PROCESS:**
Short-listed candidates only will be contacted for an interview in October 2015.

**CONTACT:**
Send application materials by email to Suwako Uehara at englishpersonnel@bunka.uec.ac.jp. In the subject heading, please type “Application” followed by the applicant’s name.

**Deadline:** Monday, September 14, 2015