

Part-time Teaching Position (B) at Kyoto Notre Dame University

1. Department: English Language and Literature
2. Field: Primary education, EFL
3. Position: Part-time lecturer
4. Number of Positions: 1
5. Course title: Global English Lecture IIIc (Teaching English for Young Learners)
6. Starting Date: April 1, 2016 or October 1, 2016
*This is a one-semester course. Days and times may be negotiated.
7. Qualifications (all of the following must be satisfied):
 - 1) Current or former university or junior college teacher
 - 2) At least one year experience teaching in the course field
 - 3) Native speaker of English or equivalent
8. Application Materials:
 - 1) Curriculum Vitae
 - 2) List of Publications*Use the designated forms available on the University website:
(http://www.notredame.ac.jp/about/recruit/word_jly/rireki.docx)
(http://www.notredame.ac.jp/about/recruit/word_jly/gyosekiliblist.docx)
9. Salary: In accordance with the part-time teaching rate of the University and depending on qualifications and experience: 5,000 to 6,200 yen per hour (1 *koma*=2 hours)
10. Application Deadline: December 1, 2015 (must be received)
11. Selection Process:
 - 1) Document screening
 - 2) Interview*Candidates selected for interviews are expected to pay their own costs for transportation to the University.
*Successful applicants will be informed in writing.
12. Other:
 - 1) We are sorry, but we will not be returning the documents you provide.
 - 2) We will take responsibility for the documents and will not use the information for any other purpose than for the application process of this position.
13. Send documents to:
〒606-0847 京都市左京区下鴨南野々神町1番地
京都ノートルダム女子大学 教務部学事課 宛
NB: All application materials must be sent by registered mail/commercial parcel delivery. Please write in red on the envelope: "ATTN: Application Documents for Part-Time Lecturer **B**, Department of English Language and Literature"
14. Direct inquiries to:
京都ノートルダム女子大学 教務部学事課
TEL: 075-706-3661
E-mail: gakuji@notredame.ac.jp