

Hitotsubashi University is accepting applications for the position of part-time instructor of English for the 2019 academic year.

Location: Hitotsubashi University, Kunitachi, Tokyo

Position: Part-time instructor

Contract: One year, with the possibility of an additional contract for 2020

Schedule: Two 105-minute lessons per week

Duties:

- Teaching two of the following three courses:
 - Proficiency test preparation (TOEFL and/or IELTS)
 - Speaking
 - Writing
- Choosing textbooks and creating syllabi for the courses assigned
- Uploading the syllabi and student grades to the university website

Qualifications:

- Master's Degree or higher in TESOL, linguistics, English literature, or related fields
- Experience teaching English at the university level, particularly proficiency test preparation courses and/or experience teaching advanced-level students
- Native or near-native level of English ability
- Functional Japanese abilities (if non-Japanese)
- Computer abilities
- Current residency in Japan

Documents to be submitted:

- Current resume/CV
- A short cover letter

Please submit applications to:

Christopher Sullivan

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