

To Whom It May Concern

1<sup>st</sup> July 2019  
Kurume University  
Foreign Language Institute  
Institute Director: Toshihiko Shiotsu

### **Adjunct Recruitment**

Kurume University will be recruiting adjuncts to commence in April 2020. Those wishing to apply, please see the details listed below and follow the outlined procedures .

1. Title/ Number: Adjunct (A few people)
2. Specialized Area: TESOL, Applied Linguistics, other English-related fields
3. Course name: English
4. Job Details: Up to three courses per week (one class being 90 minutes) for 30 weeks each year.  
Attend an annual coordination meeting  
(Assist in designing unified test questions and proctoring final exams at the end of the term)
5. Required special expertise/ Qualifications
  - Master's Degree minimum. Preference will be given to applicants with a degree in a relevant discipline
  - A minimum of two years English teaching experience at or above the junior high school level
  - Willingness to participate in course development
6. Term of employment One-year contract (renewable)
7. Starting date: 1<sup>st</sup> April, 2020
8. Application method:
  - a) A cover letter with a general introduction and possible schedule availability for teaching (days and times available to work)
  - b) Japanese resume with a recent photo (Taken within the last 6 months)
  - c) List of publications
  - d) List of professional activities  
(Template for items B - D should be downloaded from the website below)
  - e) English resume (prepared by applicant) including educational and professional background
  - f) One-page statement of personal educational philosophy regarding teaching at a university in Japan (both in Japanese and English as two separate documents)
  - g) Copy of the highest degree attained
9. Selection process:  
Document screening, interview and demo class will be held between 21<sup>st</sup> September and 1<sup>st</sup> October, 2019.
10. Application deadline: 31<sup>st</sup> August 2019 (Postmark Valid)
11. Application method:  
The required materials (A-G) should be created as a PDF file and uploaded to the JREC-IN portal <https://tinyurl.com/y2rrrbrw> (If for some reason it is not feasible to upload the file, send documents A-G to the postal mail address below by 31<sup>st</sup> August 2019)
12. Contact Details:  
Dr. Charlotte VT Murakami, Institute of Foreign Language Education, Kurume University  
1635 Mii-machi, Kurume-shi, Fukuoka-ken 〒839-8502  
Tel: (0942)-43-4411 (8052) E-mail: [murakami\\_charlotte@kurume-u.ac.jp](mailto:murakami_charlotte@kurume-u.ac.jp)