



American Language Institute, Tokyo Center

**Seeking Adjunct (Part-Time) Language Lecturers
For New York University School of Professional Studies Tokyo Center**

Established in 2013, the Tokyo Center of the New York University's NYU's School of Professional Studies (NYU SPS Tokyo Center) in cooperation with Nichii Gakkan, a leading Japanese health care and education provider, seeks experienced and talented adjunct faculty to teach a variety of English language courses and / or courses in specialized fields such as marketing, finance, and management. The Tokyo Center was the first international branch of the NYU SPS American Language Institute (ALI) to offer high-quality, innovative and rigorous programs in academic, comprehensive and professional English. Academic oversight is provided by ALI at the School of Professional Studies in New York while operational management is provided by Nichii Gakkan. As our school expands, we seek qualified professionals who can maintain and continue to build upon the excellent standards of education currently being provided in our professional development programs.

The successful candidate will teach in one or more of the four programs, the Comprehensive English Program (CEP), the Academic English Program (AEP), the Professional English Program (PEP) and/or the Global Certificate Program (GCP).

Qualified applicants will:

1. Hold a Masters' Degree or higher in TESOL, Applied Linguistics, or fields related to marketing, management or finance.
2. Have at least three years of English for Specific Purposes (ESP) and/or adult English for Academic Purposes (EAP) teaching experience. Experience developing curriculum and teaching Business English skills courses and/or specialized business-related topics is strongly desirable.
3. Speak English at a highly fluent level.
4. Possess professional level English writing and communication skills.
5. **Possess a necessary working visa** and reside in the Tokyo metropolitan area.

Priority will be given to candidates who:

- Bring innovative and collaborative approaches to their work.
- Have a background in CALL (computer assisted language learning).

- Are versatile in teaching students at different proficiency levels.
- Have teaching experience outside the U.S. and personal experience learning a foreign language as an adult.
- Possess the ability to develop courses that can develop students' language skills as well as content knowledge.
- Are available to teach evenings and weekends.
- Have specialized knowledge / experience in one or more of the following areas:
 - ESP (business, health services, law, test preparation) instruction/materials development
 - ESL/EFL curriculum/materials development
 - EAP curriculum/materials development
 - Language proficiency assessment and placement
 - Course management systems and distance learning platforms
 - Online and blended course development and delivery

Salary: Adjunct faculty are paid by the course/hour. The hourly rate is between 10,000 and 12,000 yen depending on one's background, experience, and areas of expertise, with other related duties.

Approximate start date: January or February 2017. To apply, submit the following documents and information as attachments to an email addressed to Dr. Gregory Paul Glasgow at gregory.paul.glasgow@nyu.edu:

- A cover letter summarizing your qualifications and interest in the position
- A résumé
- A syllabus from a previous course that you have taught
- Names and contact information for three (3) references from individuals who are well acquainted with your work as a professional and/or instructor