

April 24, 2019

Job Announcement for English Adjunct Lecturer

Center for Foreign Language Education and Research, Rikkyo University

Rikkyo University (Center for Foreign Language Education and Research) is seeking applicants for full-time contract teaching positions starting April 1, 2020.

For more details, please visit the following website:

<https://english.rikkyo.ac.jp/news/2019/dn4ddm0000001eg2.html>

1. Position

English Adjunct Lecturer

2. Minimum Qualifications

Sufficient English ability to teach various university-level classes (All nationalities welcomed).

Master's degree or Ph.D. in English Education, TESOL, Applied Linguistics, or a related field.

At least one-year experience in teaching English at university level in Japan.

At least one academic publication.

A practical knowledge of Japanese.

3. Starting Date

April 1, 2020

4. Conditions

Full time. One-year contract renewable four times (up to five years total), contingent upon consideration of their necessity for educational purposes, work performance, and other relevant factors.

5. Duties

Four-day week teaching load.

Teach up to ten courses per semester, including office hours.

Curriculum and material development, proctoring, and faculty development.

6. Location

Office: Building #6, Ikebukuro Campus

Teaching: Ikebukuro Campus & Niiza Campus

7. Remuneration and benefits

Based on Rikkyo University regulations.

8. Application materials

1. CV in the Rikkyo format* with contact information (including telephone number and e-mail address)

2. A hard copy of one academic publication.

3. One letter of reference (with relevant contact information).

* Format available at <https://english.rikkyo.ac.jp/news/2019/dn4ddm0000001eg2.html>

9. Submission

Submit application materials number 1 to 3 either in Japanese or English by registered mail (kakitome) to

Center for Foreign Language Education and Research, Preparatory Office *c/o* Center for the University-wide Curriculum, Rikkyo University

3-34-1 Nishi-Ikebukuro, Toshima-ku, Tokyo 171-8501

* Submission via e-mail is not acceptable and only CVs in Rikkyo format will be accepted.

* Those selected in the first screening will be contacted by email to decide an interview date during the 2nd and 3rd week of June 2019.

* Application materials cannot be returned.

* For further information, contact Center for Foreign Language Education and Research, Preparatory Office (language-saiyo@rikkyo.ac.jp).

10. Application Deadline

All the materials must arrive by Wednesday, May 22, 2019.