

Full-time English Immersion Program Coordinator needed at Seirei Christopher Elementary School

■Institute Information

Name of Institute	Seirei Christopher Educational Organization	URL	https://www.seirei.ac.jp/gakuen/
Address	3453 Mikatahara, Kita-ku, Hamamatsu, Shizuoka, 433-8105 Japan		
Description of Business	Provider of total education system from Early Childhood Education to Graduate Programs		
Founded	1966	Representative	Ryo Hasegawa, Chancellor

■Conditions of Employment

Ideal Candidate	A self-starter who would be excited about our mission and would support our educational efforts to develop students for the future. We are intending to seek an educator comfortable in a collaborative start-up setting and who will be an integral part of our diverse team.
Place of work	Seirei Christopher Elementary School http://www.seirei.ac.jp/elementary-school/ ◆Elementary School: Student capacity 360, Full Time Teachers: 13, Full Time Admin Staff: 3 (As of April 1 st , 2020)
Employment Status	Full-time English Immersion Program Coordinator We are currently seeking a full-time English Immersion Program Coordinator with curriculum development, TESOL-related PD program development, teacher development, and teaching experience at the Elementary School level who can further develop the existing program.
Qualifications	<ol style="list-style-type: none"> 1. Understanding and support for the school's Christian history and mission of "Love thy Neighbor" (no religious requirement) 2. Master's degree or higher in TESOL 3. Curriculum development experience at the elementary school level 4. Teacher development experience and teaching experience in an elementary school setting <p>(Desired, but non-mandatory qualifications)</p> <ol style="list-style-type: none"> 1. It is highly desired that applicants have experience and/or understanding and strong interest in an inquiry-based curriculum such as the IB PYP 2. It is desired that applicants fall under one of the following categories: <ol style="list-style-type: none"> (1) Possessing an accredited Elementary School License (preferred) (2) Possessing recognized language teaching specializations and meeting the required criteria for a "Special Teaching License" in Japan such as: <ul style="list-style-type: none"> -Experience teaching in a class related to subject-specialization at an accredited school or international educational institution (approx. 600 hours or more) -A Middle or High School teaching license from an accredited institution of higher education 3. Willingness and ability to work in Japan for at least 3 years 4. A demonstrated/articulated understanding of Japanese culture and language
Salary	Salary will be in accordance with experience and following the standard school salary regulations as outlined by the National Public Service Salary Table (approx. 350,000 to 500,000 yen per month)

	<p>before taxes)</p> <ul style="list-style-type: none"> -Twice-per-year bonus (currently approx. 4.4 times monthly salary) -A negotiated contracted work period -Benefits include health insurance, travel support (limited), retirement contributions (national & private), housing, transportation -The work start date is April 2021 or possibly earlier.
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■Other

Selection Process	<ol style="list-style-type: none"> 1. Submission of application and materials. 2. After initial review, qualified candidates will be asked to do an interview (online if necessary) and to lead a simulated professional development session. 3. Required Documents: <ul style="list-style-type: none"> a. Resume/Curriculum Vitae (if possible, in English and Japanese) b. A separate job history sheet c. Statement of interest, motivation and educational philosophy d. A copy of graduation certificate and transcripts showing degrees awarded e. A copy of teaching license (expired license may suffice in lieu of valid license) f. Official Transcripts (required from finalists) g. Three Professional references h. Proof of meeting qualifications outlined above if not in possession of teaching license 4. Submit above documents to address or email below (email preferred). <p>NOTE: Documents will not be returned. All documents will be considered private and will not be used for any purposes other than possible future recruitment or legitimate post-recruiting administrative reporting.</p>
Document Submission	<p>Submission deadline: None (rolling basis)</p> <p>Address : Seirei Christopher Elementary School 3453 Mikatahara, Kita-ku, Hamamatsu, Shizuoka, 433-8105 Japan</p> <p>E-mail : elementary-school@seirei.ac.jp</p>
Academic Structure	<p>Seirei Christopher Elementary School has started implementing one of the most innovative elementary school programs in Japan. In addition to implementing an English immersion program, the school is currently implementing an inquiry-based learning program. The Seirei Christopher Elementary School program will be a six-year fully accredited elementary school approved by the Japanese Ministry of Education, Culture, Sports, Science and Technology. It will not function as an independent “international school.” The curriculum will be integrated and transdisciplinary.</p>