

Part-time Teaching Position at Tokyo University of Foreign Studies (TUFS)

1. Position: Part-time English language lecturer

2. Number of Positions: Two

3. Term of Contract:

A) From October, 2018 to March, 2019 (renewable)

B) From April, 2019 to March, 2020 (renewable)

4. Duties and Responsibilities:

A) Teaching two 90-minute Interactive English classes (communication-based English classes for 1st year students) on Thursday in the 4th (14:20-15:50) and 5th (16:00-17:30) periods

B) Teaching any of the following English language classes on weekdays in the 4th (14:20-15:50) and/or 5th (16:00-17:30) periods: Interactive English (communication-based English classes for 1st year students), Academic English: Skill-based (skill-based English classes for 2nd year students and above), Career English (classes for 3rd year students and above to develop skills for international business communication)

Please refer to the website for more details of our program:

http://www.tufs.ac.jp/english/student/lesson_course/program/glip/

5. Salary: To be determined according to the university's established pay scale

6. Qualifications:

- Native or near-native level English proficiency with a master's degree
- Three or more publications
- Teaching experience required

7. Application Materials:

- Full resume (in English or Japanese) with recent photo, including e-mail address, and current visa status
- List of publications and research and/or educational activities (with the titles of the courses taught in the last five years)

*For the application for B), please specify possible working days and hours, as well as the type of English classes you are able to teach (Interactive English, Academic English: Skill-based, or Career English)

*Applications accepted for A) and/or B). Please specify for which position you are applying.

*Application materials will not be returned.

8. Application Deadline:

A) Friday, August 31, 2018

B) Friday, September 28, 2018

9. Selection Procedure:

Short-listed candidates will be invited for an interview on a first-come-first-served basis. A notice will be sent by e-mail.

10. Contact Address:

Application should be sent by e-mail to:

glip-jinji@tufs.ac.jp

Hiroshi Aiki, the Coordinator of GLIP English classes

Tokyo University of Foreign Studies

3-11-1, Asahi-cho, Fuchu-shi, Tokyo

183-8534