

## **Instructor / Director Position – The Ohio Program for English Language Teaching (OPELT), Chubu University, Aichi, Japan**

Chubu University, Kasugai, Aichi-ken, is currently seeking an English as an International Language Instructor(s) beginning on September 1, 2024.

### **Instructor / Director Position**

1. Teach nine (9) 90-minute credit-bearing classes per week (6-7 classes in the Preparation for Academic Study in English Overseas (PASEO) semi-intensive English program, 2-3 general English classes in other departments). Teachers are expected to work on campus at least 5 days a week during the semester.\*1
2. Responsible for full syllabus, grading, and student evaluation responsibilities, as well as participation in ongoing program-level syllabus and testing design. High degree of freedom in some course design and implementation in accordance with the program curriculum.
3. Perform other duties including participation in occasional extracurricular activities with PASEO students, administrative duties such as Open Campus events, participation in OPELT and campus-wide meetings, creating or participating in learning opportunities (conversation hours, intensive courses, workshops, and others), etc.
4. Maintain professional development through academic presentations or publications of research.
5. The position is on continuing 1-year contracts\*2 renewable/extendable for up to 3 years. After the initial contract, there is the possibility of another 2-year extension based on performance (5 years maximum).

### **Preferred Qualifications**

1. MA in Applied Linguistics or equivalent
2. Varied academic ESL/EFL teaching experience, especially with Japanese students
3. Proven commitment to pedagogical improvement through reflection, research, and education
4. Native or near-native English ability

5. Proven ability to deal with the stresses of living and working independently abroad
6. Ability to cooperate with other teachers and administrators in a close-knit Japanese working environment
7. Willingness to commit to at least 3 years of teaching full-time in OPELT

### **Benefits**

1. Annual salary commensurate with professional academic experience
2. Discretionary budget for teaching resources and professional development
3. Working visa sponsorship
4. Commuting, housing, and family support subsidies available. Assistance securing furnished subsidized housing near Chubu University is available \*3

### **Application Materials**

The following initial applications should be submitted by Thursday, May 16, 2024:

- Cover letter including a brief explanation of teaching philosophy
- Curriculum Vitae in Chubu University format, available at the website

The following secondary materials will be requested later:

- Two (2) letters of recommendation, preferably from individuals who can attest to the applicant's teaching skills, interpersonal skills, and/or flexibility in a demanding work environment.
- Copies of main professional publications and presentation abstracts (limited to three in total)

All the materials should be sent by email as attachments to the Nomination Committee at the Center for International Affairs at [opelt-nc@office.chubu.ac.jp](mailto:opelt-nc@office.chubu.ac.jp). Hard copies of all letters of recommendation may be requested later.

### **Schedule**

Candidates that pass the initial screening will be interviewed online on/around Thursday, May 23, 2024. Candidates will be informed of the final hiring decision by the end of June, 2024.

**Submit all application materials to**

Nomination Committee at the Center for International Affairs

opelt-nc@office.chubu.ac.jp

Chubu University

1200 Matsumoto-cho, Kasugai-shi

Aichi-ken, 487-8501 Japan

**Inquiry**

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**Further details**

<https://www.chubu.ac.jp/english/news/1962/>