

December 22, 2024

**Part-time English teaching position available
at Gakushuin Boys' Senior High School**

Position:	Part-Time High School Teacher
Subject:	English
No. of Positions:	1
Start Date:	April 1, 2025
Contract:	April 1, 2025 to March 31, 2026
Workplace:	Gakushuin Boys' Senior High School (1-5-1, Mejiro, Toshima-ku, Tokyo)
Duties:	<ul style="list-style-type: none">- Teach up to 5-7 fifty-minute classes a week (2-3 days per week). Specific days and hours can be negotiated, except for Wednesdays and Thursdays, which are unavailable.- Grade term exams.- Calculate and submit grades at the end of each term.
Qualifications:	Native English-level proficiency Junior / Senior high school experience an advantage
Salary:	Paid in accordance with Gakushuin regulations for part-time teachers.
Application Materials:	<ul style="list-style-type: none">- Cover letter- CV with photo, taken within the last 3 months Include contact e-mail address, visa status, relevant qualifications and teaching experience.
Deadline:	January 31, 2025
Submission:	Send the application materials by e-mail. In the subject heading, type "Application" followed by the applicant's name.
Contact:	The Department of Foreign Languages bshs-flg@gakushuin.ac.jp
Notes:	<ul style="list-style-type: none">- Early submission is recommended, as hiring is conducted on a rolling basis.- Successful candidates only will be contacted for an interview.- The employment term is for one year but may be extended for the following academic year based on circumstances.- Contracts cannot be made for individuals aged 70 or over.- Application materials will not be returned.
Handling of Personal Information:	The personal information submitted will be used solely for recruitment purposes. If you are hired, your personal information will also be used for employment management. For all other applicants, personal information will be responsibly discarded after the recruitment process.