

**Faculty of Social Information Studies at Otsuma Women's University (Chiyoda Campus) is seeking a part-time English instructor.**

**Position:** Part-time one-year contract, renewable possible, but the total number of renewals is not yet determined.

**Teaching schedule:**

2025: Monday, 1st and 2nd periods

2026: Monday, 1st, 2nd, and 3rd periods

After 2026 (if renewed): Monday schedule will include 1st, 2nd, and 3rd periods

**Requirement:** Applicants must commit to teaching in both 2025 and 2026.

**Courses:** Second-year courses for non-English major students (beginner/high beginner level)

**Campus:** Chiyoda-ku, Tokyo

Sobu Line or Yurakucho Line, 10 minutes from Ichigaya Station

Hanzomon Line, 5 minutes from Hanzomon Station

Tozai Line, 12 minutes from Kudanshita Station

**Start date:** April 1st, 2025

**Compensation:** According to the university pay scale

**Qualifications:**

(1) Master's degree in TESOL or closely related field

(2) Advanced proficiency in English with a working knowledge of Japanese

(3) Two or more academic publications

(4) At least one year of teaching experience at the university level in Japan

**Selection process:** Short-listed candidates will be contacted and interviewed in late January or early February.

**Application requirements:**

(1) CV, including visa status and photo (3cm by 4cm)

(2) List of publications

Telephone inquiries will not be accepted.

The application materials should be submitted by email to **Prof. Ryuji Harada** (harada@otsuma.ac.jp).

**Application deadline:** January 27th (Mon)