

## **Part-time position at the College of International Relations, Ritsumeikan University**

The College of International Relations at Ritsumeikan University is seeking one part-time instructor to teach a required first-year English language course.

### **1. Location:** College of International Relations, Ritsumeikan University

Kinugasa Campus, 56-1 Tojiin Kitamachi, Kita-ku, Kyoto

### **2. Day of the Week, Class Period, and Subject:**

1) Tuesdays (1st period) and Fridays (2nd period) in the fall semester, 2023

**\*Applicants must be able to teach both periods**

2) Starting September 26, 2023

3) English for International Studies IV (academic writing), required for first year students

\*There are 15 weeks per semester

\*90 minutes per class

\*1st period from 9:00 a.m., 2nd period from 10:40 a.m.

### **3. Eligibility Requirements:**

1) Master's degree or higher

2) Experience in teaching English (especially, academic writing) at a university level preferred

3) For Japanese applicants, experience of study abroad (at least for a year) is preferred.

4) Those who are willing to conduct face-to-face classes in English

5) To be eligible to apply you must live in an area such that your nearest station is a JR station located within 100 km of JR lines from either JR Kyoto Station, JR Minami-Kusatsu Station, or JR Ibaraki Station.

6) If you are a foreign national, you must have a status of residence in Japan and be eligible to work in Japan.

7) Currently enrolled graduate students are not eligible to apply.

### **4. Application Documents:** CV \*Free format

\*However, if you receive an offer of employment, you will be required to submit your CV again in our university's own format.

**5. Selection Method:** After screening of documents, successful applicants will be interviewed and asked to conduct a mock class (face-to-face or online).

**6. Deadline for Application:** May 31 (Wed), 2023

**7. Inquiries and Document Submissions:** Dr. Yuko Igarashi, yukoi@fc.ritsumei.ac.jp (email submission)