

## **PART-TIME INSTRUCTOR WANTED**

**Specialty Areas:** TOEIC, English as a Foreign Language (EFL)

**Department:** Center for Language Research (CLR), University of Aizu

**Website:** <https://www.u-aizu.ac.jp/labs/clr/ptposition.html>

**Location:** Aizuwakamatsu, Fukushima, Japan

**Application Deadline:** position will be filled ASAP

**First class session:** April 13, 2022

### **Qualifications:**

1. Priority given to those with at least a Master's degree in a related field
2. Experience in teaching EFL, particularly TOEIC or other standardized tests
3. Priority given to those who can teach face-to-face at the University of Aizu

### **Course details:**

Course 1: "OT08: TOEIC Preparation Course A"

Day: Wednesdays

Time: 13:20 to 15:00

Period: April 7, 2022 to Feb. 6, 2023 (but no classes when students have holidays)

Course 2: "OT08: TOEIC Preparation Course B"

Day: Wednesdays

Time: 15:10 to 16:50

Period: same as Class 1 above

Courses 1 and 2 are back-to-back on Wednesdays with a 10-minute break between them. TOEIC A is a lower-level listening & reading course – aiming to get students to 450 points or more. TOEIC B is a higher-level listening & reading course. These two TOEIC courses are open to students in any year, and the syllabus can be decided by the instructor. Part-time instructors in the past have done lots of practice questions with the students and have always taught the course in Japanese, but it could be done in English with some supplemental Japanese when necessary, especially in the lower-level course. For students entering the university in April 2022, there is a 450-point TOEIC requirement before they can proceed to their 3rd year. The classes will be

taught face-to-face, unless the pandemic gets worse in which case the classes would be taught via Zoom.

**Payment:** The remuneration for this part-time position is from ¥12,400 for the 200 teaching minutes per week, but could be higher depending on rank and experience. Transportation expenses are paid by the university.

**Submission Package:** Please include the following documents **preferably combined into a single PDF file** in the prescribed order below:

1. Cover letter (in English)
2. CV (in English) - Please clearly list all degrees and the year each was completed; list all teaching experience
3. URLs of any online work or educational materials (in English)

All documents should be sent only by email (preferably attached in a **single PDF file**) to:

wilson@u-aizu.ac.jp

Professor Ian Wilson

Director, Center for Language Research

University of Aizu