

Utsunomiya University
Liberal and General Education Center
Part-time Position Announcement

The English Program of Utsunomiya University (EPUU) seeks to hire teachers for our interdepartmental English for General Academic Purposes (EGAP) program.

Job Details:

1. **Position:** Part-time lecturer
2. **Classes available:** Reading & Writing / Speaking & Listening
3. **Teaching days:** Flexible, with options to accommodate different schedules
4. **Appointment:** Beginning as soon as available / fall semester
5. **Term of employment:** 1 year renewable upon mutual agreement.

Qualifications and Application Requirements:

1. Master's degree or higher, in TESOL, English education, applied linguistics, or a related field
2. English ability to teach in English
3. Japanese ability to handle administrative matters preferred

Salary and Benefits:

- **Salary:** Based on the Utsunomiya University pay scale
- **Transportation:** Paid in accordance with university regulations
- **Other:** Health insurance and unemployment insurance not provided

Application Process: Email the following documents:

1. Cover letter (include email address, possible teaching day(s) and times, a list of relevant courses taught, and textbooks used)
2. Resume with photo
3. List of publications and research/educational activities
4. Copy of final degree certificate/diploma achieved
5. Contact information for two referees

Selection Process: Short-listed candidates will be invited to give a demonstration lesson and attend an interview. Demonstration lessons will be in person or via Zoom, depending on the candidate's location.

Candidates will be notified with further details by email. Please note that transportation expenses will not be reimbursed.

Notification of Results: Successful candidates will be notified directly.

Inquiries: Rory Banwell banwell@cc.utsunomiya-u.ac.jp

Application Deadline: Applications must be received no later than Wednesday, June 12th, 2024.