



Part-time Instructor in Academic Writing on campus in Ibaraki, Osaka

Application deadline: November 24, 2024

Job Description

**We are currently looking to hire instructors who can teach at a university in Osaka in person.*

Academic Writing at a university in Ibaraki, Osaka (5 minutes from JR Ibaraki Station), in person lessons

Student Level: Intermediate and/or Advanced

No. of students: up to 25 students per class

Lesson: Thirteen 95-minute in person lessons per semester. The class is offered in the morning (period 1 and/or 2 on Fridays)

Assignments: 5 per semester

This credit course follows the standard university semester of 13 weeks (one lesson per week). Instructors must be available to teach all 13 lessons and follow a prescribed syllabus for each course. Instructors are also required to compile and submit class attendance and final grade records by a designated deadline.

Qualifications

- (a) Two years or more of relevant English for academic purposes (EAP) teaching experience (at a university-level institution is preferred)
- (b) M.A. degree or equivalent (preferred)

Remuneration

Roughly between 100,000 to 110,000 (+ grading fee) per class

Commuting expenses from residence to workplace reimbursed.

※ Limited express trains are not reimbursed.

※ Driving to work is prohibited.

Others

- Applicants must possess a valid work visa to be considered for this position.
- Only candidates currently residing in Japan will be considered.
- Termination of employment regulations apply.

Additional Information

Work Location:

a university in Ibaraki, Osaka (5 minutes from JR Ibaraki Station)

Starting date: 2025 Spring Semester

How to apply

**Application deadline: November 24, 2024*

Contract Period:

Contract for Spring and Fall Semester (Spring Semester: From April 1 to July 29, 2025, and/or From Sep 26, 2025 to Feb 10, 2026)

*Re-employment for 2026 possible



Please apply for this position through the below Google form:
<https://bit.ly/4codVJm>

The following need to be submitted with your application:

- (a) Curriculum Vitae (English)
- (b) A written statement of no more than 450-500 words in English highlighting and explaining an aspect of your CV or teaching experience you believe of particular importance or value.

[Please note]

(a) There will be a preliminary screening based on the documents submitted. Only successful applicants will be contacted for an online interview by December 2, 2024.

(b) New EAP instructors need to attend course training, and all instructors are expected to participate in an EAP workshop prior to each semester. These are normally scheduled one or two weeks before the semester.

(c) The instructor will be provided with all course materials and training. The instructor will use only the provided course materials and be expected to follow any syllabi or lessons plans provided by Waseda University Academic Solutions.

[Inquiries]

If you have any questions, please contact the below email address: hr-inquiry@w-as.jp

[Company Information]

Name: Waseda University Academic Solutions Corporation

Founded: August 2, 2004

Capital: 50 million yen

Shareholder: Waseda University Group Holdings Inc.

URL: <https://company.w-as.jp/information/>