

実践女子大学国際学部国際学科非常勤教員 募集要項	
採用人数	3 to 5 part-time instructors
勤務形態	Part-time (non-tenured)
研究分野	Education, TESOL, Intercultural Communication
業務内容 (担当科目)	<p>14-week semesters with 100-minute classes</p> <p>At the time of this posting, the following course schedules have not yet been determined and are therefore flexible with regards to day and time.</p> <ol style="list-style-type: none"> 1. <u>Integrated Skills and Presentation</u>- 5 course openings (3rd-year) (Spring semester only) 2. <u>Speaking and Presentation</u> - 2 course openings (2nd-year) (Spring semester) - <i>2026 only</i> 3. <u>TOEIC</u> – (3rd-year) (Spring semester) <u>TOEFL</u> - (3rd-year) (Fall semester) 4. <u>Global Seminar a & b</u> – A lecture-based course for upper-intermediate/advanced (3rd-year) students. Acceptable fields of study include, but are not limited to <u>history, geography, sociology, ethnic studies, or intercultural communication</u>. (Spring semester) and or (Fall semester) - <i>2026 only</i> 5. <u>Advanced Writing – On demand course</u> (3rd-year) (Spring semester only)
応募資格	<p>A candidate must :</p> <ol style="list-style-type: none"> 1. be a native speaker of English 2. have a master's degree in TESOL or related field (excluding Global Seminar) 3. have at least 1 year of experience teaching at the university level in Japan 4. be able to utilize the university's basic web-based learning system 5. be flexible and able to adjust to teaching students at varying levels 6. have basic level Japanese language ability
勤務地	<p>Department of International Studies, Jissen Women's University</p> <p>1-1-49 Higashi, Shibuya-ku, Tokyo 150-8538 Japan</p>
着任時期	Starting April 1, 2026
待遇	Working conditions will be in accordance with the regulations and policies of Jissen Women's University.
応募締切	From June 6, 2025 to July 4, 2025

応募書類	<p>1) Cover letter in English, detailing your experience and qualifications for the position</p> <p>2) Curriculum Vitae, indicating courses you have taught pertinent to the position *note: <u>Only successful applicants will be required to submit a Japanese resume in Jissen Women University format.</u></p> <p>3) List of publications and copy of three major selections from the list, including academic books or articles published in academic journals.</p> <p>4) An approximately, 500-word essay detailing your educational philosophy as it relates to teaching university-age students in Japan.</p> <p>5) Copy of qualifications or certificates, such as MA in TESL, TEFL, TESOL, CELTA, etc.</p> <p>6) Copy of your resident card</p> <p>N.B. The above-mentioned documents or materials will be treated as confidential and used only for the procedures of selection. The documents submitted will not be returned except academic books or journals.</p>
応募書類 送付先	<p>A candidate will send the aforementioned documents or materials, marked with “Part-Time English Teaching Position B” in red on the envelope, to:</p> <p>Associate Professor Michael Edwards Department of International Studies Jissen Women’s University 1-1-49 Higashi, Shibuya-ku, Tokyo 150-8538 Japan</p>
選考方法	<p>Successful candidates will be invited for an interview the latter half of July 2025 and will be required to give a 20-minute mock lesson. We regret that any costs incurred by interviewees, such as travel to and from Jissen Women's University will not be compensated.</p>
問合せ先	<p>Michael Edwards, Associate Professor Department of International Studies, Jissen Women’s University 1-1-49 Higashi, Shibuya-ku, Tokyo 150-8538 Japan E-mail : edwards-michael@jissen.ac.jp</p>
備考	<p>Digital applications will not be accepted.</p> <p>Smoking is prohibited at any place on the campus and there are no nearby smoking areas outside the campus.</p>