

## Teaching Position: *Shokutaku Jokyo II*

The Faculty of Letters, Aichi University, Toyohashi, Japan, invites applications for the position of *Shokutaku Jokyo II*. This position is not a permanent teaching position. The contract is for twelve months and is renewable by mutual consent up to four times.

1. Status: *Shokutaku Jokyo II*
2. Qualifications:
  - (a) Native speaker ability in English.
  - (b) Strong background in ESL/EFL/ELF or related field
  - (c) Experience teaching in Japan (preferably at university level)
  - (d) Master's degree or equivalent.
  - (e) Working knowledge of Japanese
3. Initial contract: April 1, 2018 to March 31, 2019 (renewable 4 times, up to five years, by mutual agreement)
4. Courses: Teaching core skills to major students in Contemporary International English Program (courses may include any of: Oral Strategies, Oral Comprehension, Essential Grammar, Current Issues I-IV, Preparation for TOEIC · TOEFL, Listening Strategies, New Media English, Principles of FLT) and non-major students in other courses of the Faculty of Letters (courses may include any of: Reading, TOEIC, Communicative English I · II, Practical English I · II, Advanced Reading I · II, Communication Skills I · II · III · IV)
5. Duties:
  - (a) Responsible for up to ten classes of ninety minutes per week during two fifteen-week semesters.
  - (b) Thirty-five hours per week of attendance on campus required (including teaching, tutoring hours and Language Café).
  - (c) In principle, part time work at other institutions is not permitted.
6. Remuneration:
  - (a) ¥450,000 per month.
  - (b) Research subsidy of ¥200,000 per annum.
7. Benefits:
  - (a) For teachers hired from within Japan, assistance will be provided for necessary expenses resulting from travel and relocation to a new place of residence within reasonable commuting distance of Toyohashi campus. Accommodation cannot be provided by the university.
  - (b) For teachers hired from abroad, travel expenses will be paid, including one economy-class round-trip air ticket (up to ¥150,000) and travel within Japan to Aichi University. Accommodation will be provided if required.
8. Social insurance: All employees are required to join the Mutual Aid Association of Private

School Personnel for health insurance and other benefits. Premium payments will be divided equally between the university and the employee.

9. Application materials: (a) Resume / CV with recent photo attached and a covering letter

(Form from the Aichi University website)

(b) A course schedule for teaching Oral Strategies (15 classes + exam) and a detailed lesson plan for one class from the course.

(c) Two letters of reference.

All materials should be in one envelope, marked clearly in red "*Bungakubu Shokutaku Jokyo II*", and mailed to –

KYOMUKA

The Faculty of Letters

Aichi University

1-1 Machihata-cho

Toyohashi, Aichi Prefecture

441-8522 Japan

Tel +81-532-47-4117

Fax +81-532-47-4136

URL: <http://www.aichi-u.ac.jp/>

10. Information: Please contact the office of KYOMUKA by e-mail with any questions about this position. For inquiry, use the subject header "APPLICATION." Inquiries, but not applications, may be submitted by email:

tkyomu@ml.aichi-u.ac.jp

11. Deadline: Applications must be received by October 2, 2017

Selected applicants will be invited for interview after screening. Applicants from abroad may be asked to interview using video-conferencing.