

Teaching Opportunity at Hosei University Junior and Senior High School

Position: Special Native English Teacher

Responsibilities include;

Organize the whole OC classes in junior high school

Teaching 15 hours per week of junior and senior high English classes including the optional classes

Assist in the preparation and marking of the school's entrance exams

Assist in the preparation and travel with students during vacations on Study Abroad programs

4 days a week attendance

Have some special lectures after every end-of-term exam if required

Share the students' information and their grade information including the evaluation standard and items of OC classes with Japanese teachers

Assist English department as needed after school and occasionally on weekends

Qualifications;

English native or equivalent English ability required

University degree (minimum BA), Masters or Diploma in TESL/TEFL is preferred

Proper visa

Relevant experience

Contract period

April 1, 2024 to March 31, 2025

Contract may be renewed up to 4 times

Work location and Submissions address

Hosei University Junior and Senior High School

4-3-1 Mure, Mitaka, Tokyo, Japan 181-0002

Documents to be submitted

Resume/CV and cover letter (please indicate "Application for English teacher" on envelope)

Submission due date

4pm January 22, 2024

Screening

Qualified applicants will be notified by January 27, 2024

Interviews will be held on February 2, 2024

Pay

Age based system including bonuses

Under age 28	:	280,000JPY
Age 28-33	:	310,000JPY
Age 34-39	:	340,000JPY
Age 40-45	:	370,000JPY
Age 46-51	:	400,000JPY
Age 52-57	:	430,000JPY
Age 58+	:	450,000JPY

Teacher will get transportation expenses and will pay into health insurance, employee pension insurance, etc. in accordance with Japanese law.

NOTES

Transportation expenses for interviews will not be provided

Documents submitted will not be returned

Documents submitted will only be used for the screening process

Candidates will be contacted only if selected for an interview