

Part-Time English Teacher

Keio Yokohama Elementary School

Keio Yokohama Elementary School, established in 2013 by Keio University, is seeking applicants for part-time English teaching positions in our English for Global Communication department. Our students go on to Keio Shonan-Fujisawa Junior and Senior High School and Keio University, one of the most competitive private universities in Japan. More information is available at www.yokohama-e.keio.ac.jp/en/

Contract Term & Hours	Positions: 1~3 part-time positions. Days/Hours: 2~3 days/week (6-12 periods of 45 min) or 4~5 days/week (18 periods) Term: April 1, 2023 ~ March 31, 2024 (one year, but extendable)
Salary	Paid 12 months according to number of teaching periods as based on Keio regulations. Transportation expenses will be provided.
Duties	<p>Teach elementary students English communication, phonics-based literacy, and global awareness. The class size is 18, and part-time teachers will be in charge of their own classes, teaching alone, in most cases. Classroom management skills are essential.</p> <p>In addition to teaching lessons, other duties include preparing for lessons, meeting with teachers of the same grade, checking homework, and grading. Grading includes the writing of term-end comments in Japanese for report cards. Please note that teachers of the same grade will collaborate and use the same materials and lesson plans.</p>
Qualifications & Requirements	<ul style="list-style-type: none">• Native or near-native level advanced speaker of English.• MA in TESOL or related field, or a government-issued teaching license for primary or junior/senior high school. Degrees or licenses to be conferred by the start date are acceptable. Other equivalent qualifications may be considered as well.• English teaching experience at the elementary or secondary school level in Japan is a strong advantage.• Conversational and written Japanese sufficient for the duties described above.
Application Materials	<p>Curriculum vitae, including email address, address of current residence, cell phone number, details of past teaching and curriculum/materials development experience, and publications and presentations, if any.</p> <p>The CV should be attached to an email. The email should include your reasons for applying. No paper submission is needed for the first screening. After the first screening, selected applicants will be notified by email to submit additional documents including copies of diplomas or teaching licenses.</p>
Deadline & Schedule	<p>Application email and CV must arrive by Friday, August 19, 2022.</p> <p>Interviews with qualified applicants will be conducted online in August, and final screenings will take place at our school in late August. Any travel expenses for interviews must be borne by the applicant.</p>
Send CV and Inquiries to:	<p>Mr. Mark Christianson, English for Global Communication, Keio Yokohama Elementary School Email address: yes-gc-group@keio.jp</p>

(This ad is also posted online at: <http://www.yokohama-e.keio.ac.jp/apply/>)