

Position available for Part-time Instructor of English at Nanzan Girls' Jr. and Sr. High School

The English Department of Nanzan Girls' School is looking for a native speaker of English to fill a position as a Part-time Instructor of English to Jr. and Sr. high school students beginning in April of 2023.

1. Documents required for consideration:
 - * Resume with recent photograph (resume may be in English).
 - * Certificate of graduation from university.
 - * Academic records. (preferable)

2. Deadline for application: December 5 (Monday), 2022

3. Documents should be mailed to: The English Department
Nanzan Girls' Jr., Sr. High School
17 Hayato-Cho, Showa-Ku,
Nagoya-Shi, 466-0833

4. Selected applicants will be invited for an interview with the English Department to be held starting at 4 p.m. on December 13 (Tuesday) at Nanzan Girls' School.

5. Working conditions and expectations:
 - * The contract for this position will extend from April 1st, 2023.

 - * The applicant will be required to teach 10 or 15 hours of classes per week (at least 3 days a week), as well as prepare, give, and proctor exams during mid-term and final exam periods.

 - * The applicant may be required to work during the school entrance exam at the end of January (one Saturday).

* The applicant will be expected to participate in activities related to school and English Department business.
This includes:

(a) Extracurricular activities. (speech contests, etc.)

(b) Other school related work.

6. The present salary is ¥126,000 per month for 10 hours of classes.
7. It is expected that the applicant will maintain professional and courteous relationships with fellow employees and students, and it is preferable that the applicant have some Japanese communication skills.
8. For further information concerning this job position please contact
Mr. Kazuhiro Kurumiya (Chair of English Department)
or
Mr. Mikio Kondo (Office Manager)
052-831-0704