

# Part-time Teaching Position at Tokyo University of Foreign Studies (TUFS)

**1. Position:** Part-time English language lecturer

**2. Number of Positions:** One or two

**3. Term of Contract:**

From April 2023 to March 2024 (renewable)

**4. Duties and Responsibilities:**

Teaching one or more of the following English language courses: Interactive English (communication-based English courses for 1st year students and above), Academic English: Skill-based (skill-based English courses for 2nd year students and above), Career English (courses for 3rd year students and above to develop skills for international business communication), English language courses for English majors, English for Academic Purposes for graduate students

Please refer to the website for more details of our program:

[http://www.tufs.ac.jp/english/student/lesson\\_course/program/glip/](http://www.tufs.ac.jp/english/student/lesson_course/program/glip/)

**5. Salary:** To be determined according to the university's established pay scale

**6. Qualifications:**

- Native or near-native speaker of English with a master's degree
- Three or more publications
- Teaching experience required

**7. Application Materials:**

- Full resume (in English or Japanese) with recent photo, including e-mail address and current visa status
- List of publications and research and educational activities (with the titles of the courses taught in the last five years)

\*Please specify 1) possible working hours for each day, and 2) the type of English courses you are able to teach (Interactive English, Academic English: Skill-based, Career English, English for English Majors, or English for Academic Purposes).

\*Please note that the university is currently offering English language courses as in-person classes. However, depending on the situation of the COVID-19 pandemic, the university may decide to shift to online classes during the academic year.

\*Application materials will not be returned.

**8. Application Deadline:**

Friday, January 27

**9. Selection Procedure:**

Short-listed candidates will be invited for an interview in late January or early February on a first-come-first-served basis. The interview will be held online using Zoom. A notice will be sent by e-mail.

**10. Contact Address:**

Application should be sent by e-mail to:

[glip-jinji@tufs.ac.jp](mailto:glip-jinji@tufs.ac.jp)

Naho KAWAMOTO, coordinator of GLIP English courses

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