Tamagawa University is seeking part-time instructors for its ELF (English as a Lingua Franca) program.

**Content of job information**

Teaching university-wide ELF classes on Mon-Wed, afternoons.

**Work location**

Tokyo

**Qualifications**

1. Qualification: MA in TESOL, TEFL or Applied Linguistics
2. Expert users of English with an ability to conduct ELF classes in English to students with various levels of proficiency
3. Experience in teaching ELF at college level preferred
4. A substantial record of publications/conference presentations in ELT and/or related areas.
5. Have a legal status to work part-time at a higher education institution (Japanese citizenship, permanent residency or a relevant visa).

**Compensation**

Each semester consists of 15 weeks of classes and a final examination. You are responsible for making up cancelled classes. Final examination is scheduled in the 16th week. In compliance with our academic calendar, classes may be held on Saturdays, Sundays and national holidays in order to secure 15 weeks. Information about the salary is provided to applicants at the interview stage.

**Application period**

February 10 or when the position has been filled.

**Application materials**

1. A cover letter indicating your teaching and research backgrounds as well as your understanding of English as a Lingua Franca.
2. CV (with photo) including a) a list of academic and educational activities, b) a list of publications (specify refereed or non-refereed) and/or conference presentations, and c) a list of references.

Send documents to:

Center for English as a Lingua Franca, Tamagawa University,
6-1-1 Tamagawa Gakuen, Machida, Tokyo 194-8610

e-mail: celf_recruit@tamagawa.ac.jp

A part-time teacher is normally expected to teach a total of 50min x 8 koma, two days a week maximum (Mo & We or Tu & Fr).

After an initial screening, your application will be kept until March 31st, 2021 for possible further openings. You will be invited for an interview when positions become available.

Applicants are responsible for transportation expenses for interviews.