

Position Opening

We are looking for one instructor (non-tenured) who is a native speaker of English to work for the Faculty of Global and Media Studies at the University of Nagasaki, Siebold.

1. Position: English instructor (non-tenured)
2. Number of positions: One
3. Department: Department of Global and Media Studies
4. Area of Specialization: TESOL or related fields
5. Subject Taught:
English classes such as Oral Communication, Presentation, Debate, Academic Writing, International Seminar, etc.
6. Qualifications:
 - 1) Native speaker (or near native speaker) of English, irrespective of nationality
 - 2) MA in TESOL or related fields
 - 3) Japanese proficiency at a daily conversation level
7. Major Duties:
 - 1) Teaching nine classes per week (Average number of classes of spring and fall semesters. Each class lasts 90 minutes.)
 - 2) Additional support to students in the office
 - 3) Participating in the joint staff project of making English teaching materials
 - 4) Carrying out other duties temporarily assigned by the university and/or the faculty
8. Date of Employment: April 1, 2019
9. Employment Period: April 1, 2019 to March 31, 2020
(Although the term of employment ends on March 31, 2020, the contract is renewable twice, which is subject to mutual agreement between the employee and the university.)
10. Working Hours; Remuneration and Other Benefits:
 - 1) Working hours: 38 hours 45 minutes a week (flextime)
 - 2) Remuneration: Approximately 4,600,000 yen per year (before tax withdrawal)
 - 3) Travel allowance: One-way travel allowance to Nagasaki up to 300,000 yen. After appropriate documents being submitted, the university will decide how much the newly-appointed English instructor is entitled to receive.
 - 4) Housing: Upon request, a modern university apartment will be provided at the

monthly rent of approximately 30,000 yen (4LDK: Four rooms with kitchen and bathroom)

5) Research allowance: Approximately 200,000 yen per year

6) Office: A private office in the university building with a PC connected to the Internet and a laser printer

11. Documentation to Be Submitted:

1) English curriculum vitae with a 45mm x 50mm photograph

2) A copy or a photocopy of the diploma (graduation certificate) by the highest academic institution you finished

3) A list of publications

4) Copies or photocopies of two major research articles and their summaries

5) A letter of recommendation (written either in English or in Japanese)

6) A CD, cassette tape, mini DV Cassette (DVC) or Sound file (MP3 format) recording, up to five minutes in length, introducing your teaching methods

12. Deadline:

Send all documents of application and the recording so that they reach the university by December 6, 2018

13. Send Your Application to:

Soumukikaku-ka

University of Nagasaki, Siebold

1-1-1 Manabino, Nagayo-cho

Nishisonogi-gun

Nagasaki-ken 851-2195

Japan

14. Inquiries:

Professor Kentaro Yamada

Department of Global and Media Studies,

University of Nagasaki, Siebold

e-mail: k-yamada@sun.ac.jp

15. Others:

1) Application materials will not be returned.

2) Applicants on the recruiting short list are expected to come to the university for an interview and give a demo class. Domestic travel cost will be reimbursed based on the school regulations.