

## Teaching Opportunities at Hosei University Kokusai High School

Hosei University Kokusai High School is seeking to fill the following non-tenured part-time positions.

The contract is for one year and can be renewed for up to five years, subject to mutual agreement. We cannot accept applications from applicants who have worked at Hosei University or Hosei University affiliated schools for 5 years (from April 1, 2021 to March 31, 2025).

### <Job title >

Part-time English teacher

### <Number of positions for job title>

One

### <Responsibilities >

● Teach 10 classes per week on 2 days (Monday, and Thursday is preferable for your working day) (1 class = 50 minutes; classes run for two consecutive hours: 100 minutes)

(No scope of change)

### <Qualifications>

● Must possess a Bachelor degree or higher (before the start of the contract period)

● IT Skills, (e.g. Microsoft Word, Excel, PowerPoint, Teams, Google Classroom, Zoom) Experiences of using these software are preferred

● Certificate for teaching the language as a foreign language is preferred

### <Monthly salary>

● teaching fee

A monthly teaching fee of between 14,100 and 14,800 yen multiplied by the number of classes (50 minutes) taught per week will be paid. (as of April 2025, varies depending on the payroll rules of Hosei University)

● allowance

A monthly allowance of 4,000 yen multiplied by the number of days worked per week will be paid.

### <Example>

If you are in charge of the first period (2 classes) every Monday, your monthly salary will be between 28,200 and 29,600 yen (a monthly teaching fee for 2 classes), plus 4,000 yen (a monthly allowance for one day of work per week). Therefore, the total monthly salary will be between 32,200 yen and 33,600 yen .

Based on this, the annual salary will range from 386,400 yen to 403,200 yen.

\*Each period is 100 minutes

Social insurance shall be in accordance with the provisions of the law.

### <Contract period>

April 1, 2026 to March 31, 2027

(Note: the contract may be renewed, subject to mutual agreement)

**<Probationary Period>**

No

**<Location >**

Hosei University Kokusai High School

1-13-1 Kishiya, Tsurumi-ku, Yokohama, Kanagawa, Japan

(Five-minute walk from Namamugi Station on the Keihin-Kyuko Line)

(No scope of change)

**<Application procedures>**

1) Documents to be submitted:

●Curriculum vitae

including cover letter and photo、 Date of birth, current address, visa type and expiry date

After receiving a job offer, you will be asked to submit a copy of the front and back of your residence card (photos are acceptable).

**<Lesson context>**

Name of the course: Logic and Expression I and II

- Level: Introductory -Elementary
- Class size: about 20-30 students (Max 36 students )
- Ages of students: 16-18
- Aims of the course: To develop students' communication abilities such as accurately understanding and appropriately conveying information, ideas, etc., deepening their understanding of language and culture, and fostering a positive attitude toward communication through foreign languages.

2) Submission due date:

March 10th, 2026

3) Submission address

Send documents by email to [gaikokugoka@hosei-gh.ed.jp](mailto:gaikokugoka@hosei-gh.ed.jp)

4) Screening process

Stage 1-Document Screening

Stage 2 -Interview (online)

Stage 3 -Interview (online)

**<Measures for Indoor Passive Smoking>**

No smoking on school grounds

**<Notes>**

- 1) All documents submitted for the screening process will not be returned.
- 2) All documents submitted will not be used for purposes other than the screening process.
- 3) If you have any questions, email to [gaikokugoka@hosei-gh.ed.jp](mailto:gaikokugoka@hosei-gh.ed.jp)