

Ritsumeikan Uji Junior and Senior High School

Native English Speaking

Part-time Science Instructor

Recruitment Information 2020

1. Position details

- Title: Part-time Science (Physics and/or Chemistry) Teacher for Junior and Senior High School
- Hours: 10-12 lessons per week
- Medium: All lessons must be conducted in person, and in English
- Number of positions: A few

2. Working place and start date

- Work place: Ritsumeikan Uji Junior and Senior High School
- Location: Uji City, Kyoto Prefecture, Japan
- Work start: November 2, 2020

3. Qualification Requirements

- Applicants must hold a valid Japanese visa and live in Japan.
- Applicants must have completed undergraduate university study, and have relevant academic and/or professional experience in the subject applied for. Applicants must be able to teach high school and junior high school level classes in their subject/s.
- Initial junior high school and senior high school classes will be focused on preparing students for entry into the International Baccalaureate Diploma Programme. From January 2021, IBDP Physics or Chemistry classes will also become available. Experience or familiarity with the IBDP, its academic requirements and philosophy will be highly advantageous.
- Applicants with recognized teaching certifications are preferred. Successful applicants will also be required to obtain some form of Japanese high school teaching certification. The school will advise the applicant and assist with this.
- The contract period will last from November 2, 2020 to March 31, 2021.

4. Application Deadline

- Please email your application to jimu@ujc.ritsumei.ac.jp by **Friday, October 9 2020 at 17:00**.
- Ensure the mail subject line clearly indicates its contents.
- Please note: We will stop accepting applications when the recruitment is confirmed.

5. Application documents

Please include the following items in English:

- Current CV with ID photo attached. Applicants must use the designated CV template, which can be downloaded from <http://en.ritsumeikan->

trust.jp/info/employment/ [Ritsumeikan Uji Junior and Senior High School: Native English Speaking Part Time Science Instructor].

- Cover letter stating your reason for applying, your educational philosophy, and your understanding of IB pedagogy (A4 size).
- Copies of all university diplomas, both undergraduate and graduate.
- Academic transcripts from your undergraduate and graduate studies.
- Copies of all teaching certificates (such as TOEFL training and IB workshops), as well as a copy of your home country teaching certification, if you have one.
- A copy of the front and reverse sides of your alien registration card or resident card.

6. Contract conditions

- The contract will last from November 2, 2020 to March 31, 2021.
- The contract is administered by the various regulations provided by the Ritsumeikan Trust.

7. Remuneration

A	More than 3 years teaching experience (in Japan)	《50minutes》 1 lesson : per week 11,800 yen per month
B	Less than 3 years teaching experience (in Japan)	《50minutes》 1 lesson : per week 11,000yen per month

- Transportation allowance will be paid.
- Bonus
 - Winter:bounus (Culcation period :June 1st to November 30th (monthly remuneration x 1.2) + 5,000 yen.

8. Contact Information

Ritsumeikan Uji Junior and Senior High School
Recruitment Staff at Administrative office

〒611-0031

33-1 Hachikenyadani, Hirono-cho, Uji-shi, Kyoto-fu

Tel: 0774-41-3000

E-mail: jimu@ujc.ritsumei.ac.jp

*We will use your personal information in the submitted documents only for the Native Speaking Part-time Science Instructor recruitment procedures and will not use it for other purposes.

*All the submitted documents will be disposed of after all the procedures are finished under the responsibility of Ritsumeikan Uji Junior and Senior High School.