

## Opening for Part-time Instructor of English

1. **Courses to be taught:** Courses in the General Education curriculum (for 1<sup>st</sup> and 2<sup>nd</sup> year students): Communicative English II and English Speaking & Writing II. Each course meets once per week for 90 minutes.

2. **Position and number of openings:** Part-time instructor (English); 2~3 openings

3. **Employment status and compensation:** Part-time (under a yearly contract); Salary of 10,000 yen for each 90-minute class taught.

4. **Qualifications:** Qualified candidates should:

- (1) Be able to teach English classes at the university level;
- (2) Hold a Masters degree in English language teaching, Education, or a related field, or possess the equivalent teaching experience;
- (3) Reside in Kagawa or a neighboring prefecture after employment and be able to teach **two consecutive classes** on:  
Wednesdays (10:30~12:00/13:00~14:30)  
Thursdays (13:00~14:30/14:40~16:10) OR  
Fridays (14:40~16:10/16:20~17:50)  
\* (For non-Japanese applicants) Applicants should possess sufficient Japanese language proficiency to carry out their teaching duties without hindrance.

5. **Term of employment:** October 1, 2026 – March 31, 2027 (Contract renewal possible upon mutual agreement)

6. **Submission deadline:** Friday June 26, 2026 (Materials must be received by this date.)

7. **Materials to be submitted:**

- (1) Curriculum Vitae (1 copy)
- (2) Masters or most recent degree (1 copy)
- (3) The name and contact information of 1 person who can act as a reference

\* For (1), please download the form posted on the Higher Education Center homepage (<https://www.kagawa-u.ac.jp/high-edu/>)

\* In principle, submitted forms, etc., will not be returned. In accordance with Kagawa University's confidentiality policies, these materials will not be used for any purposes apart from the selection process.

8. **How to submit materials:** Materials may be submitted in one of two ways.

(1) Through the JREC-IN Portal Web (<https://jrecin.jst.go.jp/seek/SeekTop>)

After inputting the necessary information into the JREC-IN Portal Web Application section, materials (converted to PDF format) may be uploaded. Files should be no larger than 30MB per file; no more than five files may be uploaded at one time. Larger or more numerous files should be compressed to zip format before uploading.

(2) **By postal mail**

Please mail all materials (registered mail preferred) to the following address:

Higher Education Center

Kagawa University

1-1 Saiwai-cho

Takamatsu, Kagawa 760-8521

\* On the envelope, please write “Application for part-time instructor of English” in red ink.

9. **Selection process:** Successful candidates will be contacted by email for an interview at Kagawa University (travel expenses will be paid by the applicant). Following the interviews, all applicants will be contacted and informed of the hiring decision.

10. **Diversity, Equity, and Inclusion:** When applicants with similar qualifications and achievements apply for the same position, the hiring decision may be influenced by our commitment to ensuring the gender balance of employees at Kagawa University.

11. **Contact:** Inquiries regarding this application should be directed to:  
Ian Willey (Professor, English Chair, Higher Education Center)  
willey.ian.david@kagawa-u.ac.jp