

Employment Announcement

Keio Shonan-Fujisawa Junior & Senior High School, a co-educational secondary school associated with Keio University, is seeking applicants for two part-time teaching positions from April 2026.

Information for Job Applicants

- Position:** Part-time native-level English teacher
- Contract:** From April 1st 2026 to March 31st 2027, renewable annually by mutual consent up to a maximum term of 5 years
- Salary:** Based on Keio Gijuku criteria
- Duties:** **Position 1:** Teach junior and senior high school students (regular and/or returnee) for 6 hours per week. The post holder will need to be available for 2 days per week, with the exact days to be decided by mutual consent.
Position 2: Teach junior and senior high school students (regular and/or returnee) for 12 hours per week. The post holder will need to be available for 3 days per week, with the exact days to be decided by mutual consent.

Qualifications & Requirements:

- Native-level speaker of English
- Junior/senior high school experience an advantage (particularly in Japan)
- Experience with returnee students an advantage (Returnees are students who have lived in English-speaking countries)

Application Materials:

- Curriculum vitae & cover letter
- Copies of transcripts from all post-secondary schools attended
- At least one letter of recommendation from a recent employer and/or a professor
- Candidates who pass the interview stage will be required to submit a recent chest x-ray
- Please note that application materials will not be returned

- Deadline:** Application materials to arrive by email or post by Tuesday December 9th
Shortlisted candidates will be contacted by Friday December 12th

- Interview:** Interviews to be held at the school on Tuesday December 16th

- Contact:** English Department Hiring Committee
Keio Shonan-Fujisawa Junior & Senior High School
5466 Endo, Fujisawa-shi, Kanagawa-ken 252-0816 Japan
Email: sfcjs@info.keio.ac.jp
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