

Kyushu Lutheran School International School Primary Division

Recruitment Guidelines for Part-Time Language Teacher (English) Academic Year 2025 (Reiwa 7)

Position	Part-Time Language Teacher - English (1 position)
Employment Period	From the date of hire in May 2025 to March 31, 2026 <i>Renewable annually, up to one year at a time.</i> <i>The employment period aligns with the implementation period of the project commissioned by the Ministry of Education, Culture, Sports, Science and Technology (MEXT).</i>
Job Description	Responsibilities include: <ol style="list-style-type: none"> 1. Teaching English to elementary students at the International School. 2. Developing English teaching materials, mainly for children. 3. Creating instructional plans primarily for English education.
Qualifications	Applicants should share the school's educational philosophy and be enthusiastic about contributing to its educational activities. Preference will be given to those who meet the following criteria: <ol style="list-style-type: none"> 1. Understanding of the school's Christian-based education. 2. Preferably with experience working in schools (including international schools). 3. Ability to communicate and conduct meetings in English with native-speaking teachers. 4. Interest in bilingual education in English. <i>Applicants of any nationality are welcome.</i>
Work Location	Kyushu Lutheran School International School - Primary Division 3-12-16 Kurokami, Chuo-ku, Kumamoto City, Kumamoto 860-8520 TEL: 096-377-8999 Email: contact-ps@klc.ac.jp
Compensation	Teaching: 3,500 yen per class Other duties (e.g., staff meetings, internal meetings): 1,500 yen per hour
Social Insurance	Employment Insurance: Not provided Workers' Compensation Insurance: Provided Private School Mutual Aid (Health & Pension): Not provided
Working Hours	6 hours per week Monday, Tuesday, Thursday - 3:00 PM to 5:00 PM
Days Off	Five-day workweek (Saturdays, Sundays, and national holidays off) <i>Leave policies are based on the work regulations for each position.</i>
Paid Leave	None (since the total number of prescribed working days per year is less than 48)
Retirement Age	None
Application Documents	<ol style="list-style-type: none"> 1. Resume (with photo attached) 2. Work History (CV) 3. Copy of a teaching license or other documents certifying teaching experience and English proficiency <i>Teaching licenses other than elementary school licenses are acceptable.</i>
Application Deadline	Applications will be reviewed and interviews conducted on a rolling basis. <i>Recruitment may close once the position has been filled.</i>
Selection Process	Document screening and interview <i>Interview details will be provided to applicants who pass the document screening.</i>
Submit Applications / Inquiries To:	Kyushu Lutheran School International School - Primary Division Attn: Principal Kaori Kozuma 3-12-16 Kurokami, Chuo-ku, Kumamoto City, Kumamoto 860-8520 TEL: 096-377-8999 Email: contact-ps@klc.ac.jp