

Job Details

Job Title	Homeroom teacher (IB PYP) (1 vacancies)
Employment Period	1 year (April 1, 2025 March 31, 2026) Full-time, renewable annual contract
Job Description	We are seeking a dedicated and passionate Homeroom Teacher to join our Primary Years Programme (PYP) team for Grades 1-6. The successful candidate will create a nurturing, inquiry-driven learning environment, collaborate with colleagues, and guide students in their personal and academic growth.
Working Conditions	<ul style="list-style-type: none"> • Work Hours: 8:00-17:00 (includes a 1-hour break) • Weekly Teaching Load: Approximately 20 classes per week, depending on Grade assigned plus homeroom responsibilities • Additional Duties: Participation in meetings, lunch and recess supervision, and other school-wide activities as required • Overtime: Included in base salary up to 20 hours/month (must be pre-approved by Head of School)
Compensation & Benefits	<ul style="list-style-type: none"> • Annual Base Salary: from JPY 4,000,000 (negotiable based on teaching experience) • Commuting allowance: Up to JPY 40,000/month based on school regulations. • Housing allowance: Up to JPY 100,000/month (applicant is responsible for personal expenses such as utilities, parking fees, municipal taxes, and household insurance). • Relocation allowance: Covers moving fees and temporary accommodations (calculated based on distance and number of dependents) • Insurance (deducted from base salary): Health insurance premium, employment insurance, income tax, and residential tax.
Holidays	<ul style="list-style-type: none"> • Regular days off: Saturday, Sunday, and national holidays (some Saturday school events with compensatory holidays) • Spring, Summer, and Winter holidays (aligned with school calendar) • 20 paid leave days per year
Responsibilities & Duties	<ul style="list-style-type: none"> • Plan and deliver engaging, inquiry-based lessons aligned with the PYP framework • Foster a supportive and inclusive classroom environment that promotes student agency • Collaborate with colleagues on planning, assessment, and school events • Analyses data to inform planning and pedagogy • Regularly evaluates all students achievement according to the school's Assessment Policy • Maintain regular communication with parents and guardians about student progress • Participate in professional development and contribute to school-wide initiatives • Attend scheduled duties, meetings, and other tasks as requested by the Head of School and/or Coordinator • Participate in non-teaching supervision duties such as lunch and recess supervision • Follow expectations and guidelines as established in the published handbooks and policies

Requirements & Skills	<p>Will be eligible candidates who are enthusiastic and committed to the educational philosophies of the school and who meet the following conditions:</p> <ul style="list-style-type: none"> • Understand the ethics of Christian education at the school (necessary) • Demonstrated high level teaching ability (necessary) • Bachelor's degree and teaching certification (necessary) • English native-level fluency (necessary) • IB PYP (primary years) knowledge and experience (preferred) • Bilingual/multilingual ability (preferred) • Commitment to long-term employment at the school (3+ years) (preferred) • Demonstrated interpersonal, communication, and organizational skills
Preferred Personality	<ul style="list-style-type: none"> • Passionate about education • Responsible and committed to student success • Flexible and adaptable to diverse teaching contexts • Open-minded, reflective, and eager to grow professionally • Team-oriented with a positive attitude • Committed to long-term employment at the school to contribute to the school's ongoing development and community growth
Address	Kyushu Lutheran International School, Primary School Division 3-12-16 Kurokami, Chuo-ku, Kumamoto-shi, Kumamoto-ken, Japan 860-8520
Insurance	<ul style="list-style-type: none"> • Employment insurance • Workmen's accident compensation insurance • Private School Mutual Aid (health insurance, pension, etc.)
Retirement Age	None (contract to be renewed annually)
Application method & Selection Process	<p>As part of our hiring process, various members of the school review applications from different perspectives, which is an important step in our selection process. To help us with this process, we use the GaijinPot website for teacher recruitment. For this reason, we kindly ask you to register at and apply from GaijinPot (https://gaijinpot.com)</p> <p>Selection Process: 1st Step: Screening of documents (only selected candidates will be contacted) 2nd Step: First interview with the Head of School and Coordinator 3rd Step: Second interview to address any remaining questions and discuss contract details</p>
Application Deadline	December 27, 2024 (Friday) Recruitment may close earlier upon candidates' selection.
Inquiries	Kyushu Lutheran International School, Primary School Division 3-12-16 Kurokami, Chuo-ku, Kumamoto-shi, Kumamoto-ken, Japan 860-8520 e-mail: contact-ps@klc.ac.jp