

**Dalton Tokyo Junior and Senior High School  
2024 Academic Year English Part-Time Instructor Recruitment Details**

<b>Recruitment Details / Employment Type</b>	English / Part-time Instructors 1-3 positions Part-time Instructors: Positions that require working only for the hours stipulated in the contract
<b>Work Location</b>	2-28-20 Iruma-cho, Chofu-Shi, Tokyo
<b>Contract Period</b>	July 1, 2024 - March 31, 2025
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Have an experience teaching high school students.</li> <li>• Must agree with learner-centered education based on the Dalton Plan and be enthusiastic about implementing it</li> <li>• Preferably able to teach classes in English; may also involve team teaching with English speakers</li> </ul>
<b>Salary Conditions</b>	According to salary regulations
<b>Work Hours</b>	<p>Responsible for teaching all the subjects below:</p> <ol style="list-style-type: none"> <li>1. 2nd year high school English Communication II (4 units) Mon 3rd &amp; 4th periods (10:20-12:00), Tue 1st &amp; 2nd periods (8:30-10:10)</li> <li>2. 2nd year high school English Communication II (4 units) Tue 7th period (14:50-15:35), Thu 3rd &amp; 4th periods (10:20-12:00), Fri 3rd period (10:20-11:05)</li> </ol> <p>Either Japanese or native English-speaking instructors are fine. Instructors must be able to teach English through English.</p>
<b>Holidays</b>	Two days off per week (Saturday, Sunday, and public holidays) New Year's holidays, etc.
<b>Leave</b>	Annual paid leave (as per regulations)
<b>Allowances</b>	Transportation allowance, etc.
<b>Social Insurance</b>	Part-time: Workers' Accident Compensation Insurance
<b>Recruitment Period</b>	Deadline: June 30, 2024 Recruitment will close once suitable candidates are found.
<b>Selection Process</b>	Candidates who pass the document screening will undergo a mock lesson and interview.
<b>Application Method</b>	<p>Please send the following documents in PDF format to the email address below. Please specify "subject you are applying for and subjects you can teach" in the body of the email and in the remarks column of your resume.</p> <p>Resume x1 List of educational and employment history (optional format) x1 Letter of motivation (optional format, within one A4 page) x1</p> <p>Email Address for Submission hr@daltontokyo.ed.jp</p> <p>Addressed to: Recruitment Division Dalton Tokyo Junior and Senior High School</p>
<b>Contact Us</b>	〒182-0004 2-28-20, Irimacho, Chofu-shi, Tokyo Dalton Tokyo Junior and Senior High School TEL: 03-5787-7945 (Excluding Saturdays, Sundays, and holidays, from 9:00 to 16:00) Email: hr@daltontokyo.ed.jp