

Ritsumeikan Junior and Senior High School
Fixed-term Full-time Lecturer (English Teacher)
Recruitment Information 2026

1. Title of Position: Fixed-term Full-time Lecturer (English Teacher)

Number: One or more

2. Qualification Requirements:

- (1) **Applicants should have excellent standard pronunciation, rhythm, and intonation in English** and demonstrate strong overall language ability that can be applied accurately and appropriately. Candidates should also possess voice projection and public speaking skills, as well as strong writing ability and accurate grammar usage.
- (2) Ability to adapt to living and working in Japan.
- (3) Hold a valid Japanese visa
- (4) Have completed undergraduate studies and have relevant academic and/or professional experience by the end of March 31, 2026.
- (5) Hold a recognized English teaching qualification (e.g. TEFL, TESOL, CELTA, DELTA) by March 31, 2026.
- (6) This is primarily an English teaching position. However, candidates with experience in teaching content courses (e.g. English literature, academic writing, social studies, mathematics and science) are especially encouraged to apply.

3. Application Details:

- (1) Applications will be accepted from 1:00 pm on August 29.
- (2) Application deadline is by 10:00 am on September 19.
- (3) Candidates who previously applied but were not selected are welcome to reapply.

Please use the following URL to submit your application online:

<https://rw.ritsumei.ac.jp/survey/SVA20D0.html?key=SUR20250826104839728951127>

Please be prepared to submit the following documents in PDF format:

- 1) Curriculum Vitae (Format Supplied) (Upload PDF)
 - 2) Cover letter stating your reason for application. (A4 size) (Upload PDF)
 - 3) Copies of all university diplomas, both undergraduate and graduate. (Upload PDF)
 - 4) Academic transcripts from undergraduate and graduate school. (Upload PDF)
 - 5) Copies of all teaching certificates (e.g., TEFL, TESOL, CELTA, DELTA, etc.), as well as a copy of your home country teaching certification, if you have one. (Upload PDF)
 - 6) A copy of the front and back sides of your Residence Card. (Upload PDF)
- *Application Documents 1) and 2) must be completed in English.

4. Applicant Screening Process:

- (1) First Stage: Applicant document screening
 - (2) Second Stage: The sample lesson and interview will be held either in the evening on Friday, September 26, or during the day on Saturday, September 27.
- * Final selection and appointment of the successful candidate is contingent upon passing a health examination before taking up the position.*
- * Ritsumeikan Junior and Senior High School does not provide transportation allowance for interviews.*
- * We will inform successful candidates who successfully advance to the second stage directly.**

5. Conditions:

- (1) The contract will run for one (1) year, from April 1, 2026, to March 31, 2027. The contract can be renewed a maximum of two (2) times after the first contract upon mutual agreement between employer and employee.
- (2) Salary shall be paid in accordance with separately stipulated salary regulations.

Yearly Salary

First year : 4,704,000 yen

Second year : 5,012,400 yen

Third year : 5,334,000 yen

** One-twelfth of the yearly salary is paid monthly.*

Allowance

Commuting Allowance, Extracurricular Activities Advisor Allowance, Chaperone Allowance, Overtime Work Allowance, etc

6. Working Place and Start Date

- (1) Workplace: Ritsumeikan Junior and Senior High School (Nagaokakyo Campus)
Website <https://www.ritsumei.ac.jp/nkc/>
- (2) Start Date: April 1, 2026

7. Contact Information

Ritsumeikan Junior and Senior High School Recruitment Office

〒617-8577 1-1-1 Choshi, Nagaokakyo-shi, Kyoto-fu

Tel: 075-323-7111 Fax: 075-323-7123

- * We will use your personal information in the submitted documents only for the Fixed-term Full-time Lecturer recruitment procedures and will not use it for other purposes.*
- * Ritsumeikan Junior and Senior High School will take responsibility for disposing of all submitted documents after all necessary procedures are complete.*