

**Classified : Specialized Foundation Course Lecturers  
Faculty of Information Technology**

<b>Title</b>	Specialized Foundation Course Lecturers, Faculty of Information Technology, Educational Development Center, Kanagawa Institute of Technology,		
<b>Department</b>	Educational Development Center		
<b>Job Details</b>	<b>【Backgrounds】</b> The Kanagawa Institute of Technology is recruiting full-time "Specialized Foundation Course Lecturers" focused on "teaching" to enrich the basic subjects education in the major disciplines. The lecturers are expected to provide pre- and post-learning supports including supervising practicums and post-report creations, as well as some tutoring and the supplement classes besides instructing assigned subjects. The research while on duty are opt to be well related to the university educational work. Shared work space is available in the co-faculty room.		
	<b>【Job description】</b> The assignments of Specialized Foundation Course Lecturers include (1) Lectures of the classes, workshops and experiments in the basic education program from the major departments, - Information and Computer Sciences, - Information Network and Communication and - Information Media. To teach about 16 different classes per year is expected.  (2) Pre- and post- experiment/exercise works including supervising report creation. (3) Individual support of the students and special supplement classes for those in need. (4) Development of teaching materials and reviewing teaching methods. (5) Faculty development activities and daily jobs to execute the university missions.		
	<b>【Assigned Subjects】(prospective)</b> Programming Introductory Class I&II, Basic Experiments and Practical Class I&II, AI&IT Literacy Classes, etc.		
	<b>【Number of Instructor Wanted】</b> 2 Specialized Foundation Course Lecturers of Educational Development Center, Faculty of Information Technology		
	<b>【Starting Date】</b> April 1 <sup>st</sup> , 2024, or sooner thereafter		
<b>Research Field</b>	<b>Broad category</b>	Information Technology	<b>Subcategory</b> Basics of Informatics, Basics of Computational Science
<b>Job Type</b>	Full-time Lecturer		
<b>Employment Status</b>	Full-time: Up to 4-years. Possibly extended to 8 years of continuous employment, not exceeding the retirement age of 65, depending on work performance and other factors.		

<p><b>Application Eligibility</b></p>	<p>Applicants must meet the following requirements:</p> <p>(1) Completed a four-year university degree or a master's degree.</p> <p>(2) Has sufficient ability to teach students the assigned subjects at the first- and second-year university education level, and is willing to work actively in education and other duties.</p> <p>(3) Has an understanding of the university's educational mission and policies.</p> <p>(4) Capable of working in partnership with the university's teaching faculties to enhance the whole organizational activities of the university.</p> <p>(5) Native level fluency in Japanese</p>
<p><b>Compensation</b></p>	<p><b>【Salary and Benefits】</b></p> <p>-Minimum annual salary : 5 million JPY (incl.tax)</p> <p>-Social insurance coverage 【health insurance • pension ( from Promotion and Mutual Aid Corporation for Private Schools of Japan) • employment insurance • accident compensation insurance】</p>
<p><b>Application Due</b></p>	<p>January 31<sup>st</sup>, 2024 (Application documents must arrive by this date)</p>
<p><b>Application, Screening, Result Notification and Contact Information</b></p>	<p><b>【Application Documents】</b> All the following must be sent.</p> <p>(1)Resume [use form for Specialized Foundation Education Lecturer/ Technical Education Lecturer] . With a head shot, explanatory materials on previous work/teaching activities, research history and experience.</p> <p>(2) One letter of recommendation or name two reference persons with contact details including his/her host entities for further enquiry.</p> <p>(3)A written statement (approximately one A4 size page long) on the following both topics;</p> <ul style="list-style-type: none"> <li>• ‘View on How to Approach Basic Programming Education’</li> <li>• ‘Experiences &amp; Skills on Computer Technology/Network Technology/Content Produce and so on’</li> </ul> <p>For (1), download the University's prescribed resume (for Specialized Foundation Education Lecturer / Technical Education Lecturer) from the Kanagawa Institute of Technology website (<a href="https://www.kait.jp/recruit/">https://www.kait.jp/recruit/</a>) and fill in the form after referring to the precautions for entry.</p> <p><b>【Selection Procedure】</b></p> <p>(1)Document screening</p> <p>(2)Interview (Q&amp;A session on education and research history and teaching demonstration)</p> <p>※Applicants must bear their own travel expenses for the interview.</p> <p><b>【Submission of Documents】</b></p> <p>To Shomu-Tanto Manager, Kanagawa Institute of Technology 1030 Shimo-ogino Atsugi, Kanagawa, 243-0292</p> <p>*Application documents must be sent in an envelope indicated in red with "<u>Application for Foundation Education Lecturer (Faculty of Information Technology), Education Development Center</u>" on front, and sent by registered mail or courier service allowing a record of delivery. Applications brought in in person will not be accepted.</p>

<b>Additional information</b>	<p>※ We will not be able to respond to any enquiries regarding the selection process.</p> <p>※ Applications will not be returned.</p> <p>※ Personal information submitted will not be used for any purpose other than the recruitment of lecturers.</p> <p>【Contact Information】</p> <p>Faculty Recruitment, Education Development Center, Kanagawa Institute of Technology</p> <p>E-Mail : edcsaiyo@kait.jp</p> <p>TEL: 046-291-3259 FAX: 046-291-3260</p>
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