



# **POST - GRADUATE TEACHING OPPORTUNITIES IN ASIA**

***Saint John's University  
College of Saint Benedict***

Each year 20 or more CSB/SJU students and graduates receive teaching and volunteering assignments in Asia. These young men and women teach English as a Second Language, assist school officials, and serve as goodwill ambassadors. While enriching the lives of others, they enrich their own by developing new friendships, gaining teaching experience, developing language skills and making career connections. There are no language requirements for these positions, nor is any teaching certification or experience required.

If you are interested in exploring these exciting opportunities, this booklet will get you started. The positions identified are those which SJU/CSB graduates presently hold and are through institutions with which SJU/CSB has historically had positive relations. SJU/CSB faculty and staff will help interested students identify appropriate teaching opportunities and will write letters of recommendation, if requested. The various institutions will then conduct the hiring of the teachers for their individual programs.

Salary and stipend figures are updated each year, but they are subject to change at the discretion of the employers. Exchange rate variations can alter the U.S. dollar equivalencies cited.

**JET has its own application forms and deadlines, but, for record keeping purposes, the CSB/SJU Asian Studies Learning Community would appreciate notification from JET applicants.**

**CSB/SJU Application Deadline (all programs except JET): March 1  
CSB/SJU Decision Date for Recommendations: April 1**

**CSB/SJU students interested in teaching in Japan, should submit their applications to Dr. David P. Bennetts, Department of History, Q-357, SJU. Questions can be directed to [dbennetts@csbsju.edu](mailto:dbennetts@csbsju.edu).**

**CSB/SJU students interested in teaching in China, should submit their applications to Joseph Rogers, Coordinator of Asian Studies, Richarda P11, CSB. Questions can be directed to [jrogers@csbsju.edu](mailto:jrogers@csbsju.edu).**

**ORDEN BUNKA CENTER (Private Conversation School)  
Tsu City, Japan**

Program runs from July to June of the next year.

**Job Description:** Primary responsibilities include planning and delivering lessons, interviewing prospective students, attending staff meetings and organizing social events. Teaching is primarily English conversation and student audience ranges from pre-school to adult learners. Teachers are encouraged and trusted to be creative and independent.

**Orientation:** Several days at OBC prior to teaching start date.

**Financial:** Housing provided. \$25,000 average annual salary.

**Health Insurance:** Provided by employer, may be supplemented by employee insurance.

**Transportation:** Return airfare provided by employer. Ground transportation to and from site provided by employer.

**Application Deadline:** February 21. Candidates may request an application form by contacting **Carl Schlueter** at [cschlueter@csbsju.edu](mailto:cschlueter@csbsju.edu).

**ENGLISH TUTOR AND EDUCATIONAL ASSISTANT  
BUNKYO GAKUIN UNIVERSITY, TOKYO, JAPAN**

Program normally runs from mid-September through the end of March.

**Job Description:** Assisting BGU faculty in English language courses, tutoring BGU students, staffing the English Chat Lounge, and assisting BGU staff in a variety of academic enterprises. BGU has been a collaborative partner of CSB/SJU for 15 years and is the host institution for the CSB/SJU study abroad program in Japan.

**Orientation:** Approximately one week orientation at BGU and by BGU staff.

**Financial:** Monthly net salary of \$1,260. On-campus housing with cooking facilities provided.

**Health insurance:** Provided by employer.

**Transportation:** \$700 airfare allowance. Ground transportation to and from campus is provided by employer. Several excursions provided by employer.

**ENGLISH LANGUAGE TEACHING POSITION  
AT SHOKAGU JR & SR HIGH SCHOOLS  
OKINAWA, JAPAN**

Program runs from August to July of the following year. Renewable for one year.

**Job Description:** Teaching Assistant in English language and American culture classes at the Junior or Senior High School level. Involvement in extra-curricular activities appreciated, but optional. Shogaku High School is a long-time collaborative partner of both CSB/SJU and Saint John's Prep School.

**Orientation:** One week in Okinawa before classes begin.

**Financial:** Housing or housing stipend provided by employer. Approximately \$20,000 annual salary. Additional compensation for extra-curricular involvement.

**Health Insurance:** Provided by employer.

**Transportation:** Airfare subsidy provided by employer. Ground transportation to and from campus is provided by employer.

**SOUTHWEST UNIVERSITY TEACHING PROGRAM**

Program runs from late August to July of the following year.

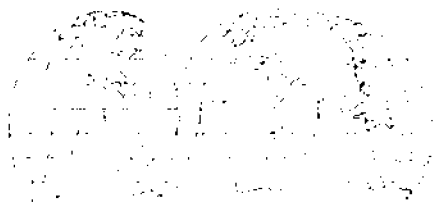
**Job Description:** Teaching English conversation and American culture classes to students at Southwest University. Southwest University is the host institution for CSB/SJU study abroad program.

**Orientation:** Week long orientation at host campus.

**Financial:** Housing provided by employer; monthly salary; \$2,200 travel allowance for one year.

**Health Insurance:** Provided by employer.

**Travel:** Airfare to China paid by employee; return airfare paid by employer. Ground transportation to campus provided by employer.



## JAPAN EXCHANGE AND TEACHNG (JET) PROGRAM

Program runs from July to June of the following Year. Renewable.

**Job Description:** Assist English language teachers in primary and secondary school classes. Assist in the training of Japanese English teachers. Perform other cultural exchange related activities.

**Orientation:** One week of orientation in Tokyo before departure to assignment.

**Financial:** Housing provided by JET; \$30,000 annual salary.

**Health Insurance:** Provided by JET.

**Travel:** Roundtrip airfare paid by JET.

**Application Timetable:** Application Deadline, December 4, 2006.  
Interviews, mid to late February.  
Notification of Acceptance, April.

Applications available at [www.us.emb-japan.go.jp](http://www.us.emb-japan.go.jp)

**\*Note: CSB/SJU don't have an official collaborative relationship with JET, but CSB/SJU graduates have had a very high success rate for acceptance.**

## Xiamen University. Xiamen. China

Program runs from October 1 through July 31 of the following year.

**Job Description:** Teaching oral English to first year students through the English Department at Xiamen University's Zhangzhou campus.

**Orientation:** Week long orientation at host campus.

**Financial:** \$560-\$600 monthly salary; \$160 monthly housing stipend.

**Health Insurance:** Paid by the employer.

**Travel:** Airfare to China paid by the employee; travel reimbursement from the employer for up to \$1000 if employee completes contract.

## TEACHING IN ASIA COVER SHEET & INSTRUCTIONS

Students requesting a recommendation from the CSB/SJU Asian Studies Learning Community (ASLC) must submit this cover sheet accompanied by a letter expressing your interest and qualifications. The letter must include your reasons for wanting the position and why you think you are a strong candidate. Where applicable, you should mention appropriate curricular and co-curricular activities, travel and/or study abroad, language training, on or off campus employment experiences, teaching-related experiences, etc. Cover sheet and letter must be submitted to Dr. David P. Bennetts, Q-357 by March 1, 2007.

\*\*Students not requesting a recommendation are not required to submit this material, but the ASLC would appreciate receiving the prioritized interest list for record keeping purposes and to assist you with post-appointment matters such as English as a Second Language workshops and visa applications.

Name: \_\_\_\_\_

Campus Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

E-mail address(es): \_\_\_\_\_

Campus Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

\_\_\_\_\_

Birthdate: \_\_\_\_\_

Major(s): \_\_\_\_\_ Minor(s): \_\_\_\_\_

*Please turn over*



**References:**

1. **Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_
2. **Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Program(s) I am interested in (if interested in more than one, you may prioritize, with #1 being the program you are most interested in):**

\_\_\_ **Orden Bunka Center**

\_\_\_ **Bunkyo Gakuin University (BGU) Teaching Assistant/Tutor**

\_\_\_ **Shogaku High School Teaching Position**

\_\_\_ **Southwest University Teaching Position**

\_\_\_ **JET (Japan Exchange and Teaching Program)**

\_\_\_ **Xiamen University**

*Thank you for your interest!*