

NEW ALT JOBS

Ichikawa Board of Education is hiring English Language Assistant Teachers.
Information regarding Recruitment of Assistant Language Teacher

Job Duration (Status)	Temporary Position
Job Description	<ul style="list-style-type: none"> • Assist in foreign language instruction at junior high schools. • Assist in foreign language instruction at elementary schools. • Assist in the preparation of supplementary teaching materials. • Assist in language teaching for Japanese teachers. • Assist with special and extra-curricular activities. • Other duties deemed necessary by supervisor or the school principal.
Positions Available	3
Eligibility Requirements	<p>Applicants must:</p> <ul style="list-style-type: none"> • Be a native or certified fluent speaker of English. • Be both mentally and physically healthy. • Hold at least a Bachelor's degree. • Have experience and knowledge in regards to foreign language education. • Have excellent English pronunciation, rhythm, intonation, and voice production skills in addition to knowledge of grammar etc. • <u>Have conversational Japanese abilities.</u> • <u>Have experience in teaching English at Japanese schools.</u>
Standard Work Hours	(From 8:15 am to 4:45 pm, Monday to Friday) Some variations will occur.
Period of Employment	One person: From April 1, 2026 to March 31, 2027
Salary	<p>¥359,017</p> <p>*This is subject to the approval of the Fiscal Year 2026 budget.</p> <p>There are no benefits except for travel expenses.</p> <p>Annual leaves granted 6 months after hiring.</p>
Premium for Health and Pension Insurance	<p>ALT pays approximately ¥55,000 per month. (It is deducted from the ALT's salary.)</p> <p>Joined Japan Mutual Aid Association of Public School Teachers from the day of employment.</p>
Selection Process	Resume screening, interview conducted in Japanese.(model lesson)
Period of Application	<p>Application will be available: From Jan. 6, 2026 to Jan. 23, 2026.</p> <p>(at the Division of Guidance (Shidoka)) (Except: Saturdays, Sundays, and holidays)</p> <p>Or the application documents can be downloaded from the BOE homepage.*</p> <p>Submission: From January 6, 2026 to January 23, 2026.</p> <p>(Except: Saturdays, Sundays, and holidays) <u>Deadline: January 23, 2026, 5 p.m.</u></p>
Required Application Documents	<ol style="list-style-type: none"> 1) an application form (<u>Both English and Japanese</u>: distributed at the Division of Guidance (Shidoka)) 2) an essay(about your reason for applying to be an ALT written in Japanese or English) *The format is free 3) a letter of recommendation(in Japanese or English) *The format is free 4) a self-assessment medical report (distributed at the Division of Guidance (Shidoka)) 5) two photos(4cm×3cm) 6) an official university transcript(COPY ALLOWED) 7) an official certificate of graduation(COPY ALLOWED) 8) a contract request form (distributed at the Division of Guidance (Shidoka)) 8) 9) certificates of qualification (COPY ALLOWED) *Please submit only if you are qualified. (ex: TESOL, TESL, TEFL, CELTA, DELTA etc.) 10) one self-addressed stamped envelope (size:120 x 235mm) (Please affix a 110 yen stamp and write your name and address on the front of the envelope.) <p><u>*All documents must be submitted by January 23, 2026, 5 p.m.</u></p>

For Inquiries and
Application Form

Contact:

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