

Yokohama Direct-Hire Assistant Language Teachers (Fiscal Yearly Appointments)  
Available for the 2025 School Year

1 Job Position

Yokohama Municipal Board of Education Assistant Language Teacher

2 Main Duties

- (1) Teach English to elementary and junior high school students at a compulsory education school.
- (2) Create English teaching materials.
- (3) Participate in and cooperate with elementary and junior high school students' extracurricular activities.
- (4) Teach English at seminars and workshops related to English activities.
- (5) Teach English at English-related events such as the Yokohama English Festival and English Speech Contest.
- (6) Other administrative work, etc.

3 Eligibility Criteria

- (1) Applicants with foreign citizenship must already have a visa with no work restrictions or an "Instructor" working visa or be expected to acquire such.
- (2) Either be a native English speaker, or have English ability equivalent to a native speaker.
- (3) Possess a Bachelor's Degree or higher level of University Education.
- (4) Have the ability to communicate in Japanese for the purposes of lesson planning.
- (5) Have experience teaching English in Japanese elementary or junior high schools.
- (6) Have an interest in and general aptitude for school education.
- (7) Be able to use computers, tablets and other devices to produce materials for English classes.

4 Number of positions available

Seven or more positions will be available

## 5 Conditions of employment and remuneration

### (1) Period of employment: 1st of April 2025 to the 31st of March 2026.

It's possible to re-contract if your performance is satisfactory,

Re-contracting can be done a maximum of four times.

### (2) Working days and hours

As a general principle, YNETs work from Monday to Friday, five days a week.

Each working day will be a maximum of six hours long.

One working week will consist of a maximum of 29 hours, excluding breaks.

※ Working hours will not exceed 1,218 hours over the entire year.

### (3) Workplace: One of two Yokohama Municipal Compulsory Education Schools:

Nishikanazawa Compulsory Education School

236-0046 Yokohama-shi, Kanazawa-ku, Kamariyanishi 4-19-1

Kirigaoka Compulsory Education School

226-0016 Yokohama-shi, Midori-ku, Kirigaoka 4-3-4

**(Compulsory Education Schools have students from grades 1-9.** Some travel to other locations such as Yokohama City Hall may be required)

### (4) Remuneration

2,714 yen hourly, commuting allowance, annual bonus, diligence bonus

※This is the compensation amount as of December 2024. It is subject to change due to institutional reforms and may change over the duration of your employment.

※Annual bonus, diligence bonus, and commuting allowance (equivalent to actual expenses) are paid separately in accordance with city standards.

(For Reference) In the 2024 school year the annual bonus was 2.5 months' salary and the diligence bonus was 2.0 months' salary (the same payment rate as for full-time staff.)

### (5) Time off

Annual leave and other types of leave will be granted.

### (6) Social Insurance

You will be required to join Social Insurance (Shakai Hoken), National Health Insurance (Kenkohoken), Employees' Pension Insurance, and Employment Insurance.

※ Details of working conditions are pursuant to the document Yokohama City Employee Rules and Regulations - the “横浜市会計年度任用職員の給与及び費用弁償に関する条例等の関連規定”.

## 6 How to Apply

Only documents submitted by registered mail (簡易書留<sup>かんいしゆりゅう</sup>) will be accepted

### ○ Address

〒231-0005 Yokohama-shi, Naka-ku, Honcho, 6-50-10

City of Yokohama Board of Education Secretariat, Curriculum Promotion Division, English Manager

### ○ Application deadline

Applications must be postmarked\* on or before Monday, January 27th, 2025

\*Have a stamp of receipt at the post office with a date of January 27th, 2025 or earlier

### ○ Items to be submitted (available for download on our home page)

ア Application Form

イ Composition Sheet (English)

ウ Composition Sheet (Japanese)

## 7 Applicant selection method & timeline

Written application screening and interview process

(1) Written application screening period:

2025-1-28 (Tuesday) to 2025-1-30 (Thursday)

(2) Applicants who pass the application screening will be scheduled for an interview on one of the following dates:

2025-2-13 (Thursday), 2025-2-14 (Friday), or 2025-2-17 (Monday)

All applicants, successful and otherwise, will be notified.

## 8 Other information

(1) The position is contingent upon the 2025 fiscal budget to be decided by the Yokohama City Council.

(2) The successful applicants will be required to undergo a medical check.

(3) **【Press Release】** Promoting the Cultivation of Global Citizens (Global Model Schools, etc.) \*Japanese only

<https://www.city.yokohama.lg.jp/city-info/koho-kocho/press/kyoiku/2023/0130global.html>

Yokohama Municipal Board of Education  
Curriculum Promotion Division  
Mr. Urushibata & Ms. Izumi.