



Linden Hall High School

Role: Full-Time IB Chemistry Teacher

Start Date: 1 March 2025~

Contract Duration: The contract is initially for one year. However, we are seeking candidates who wish to stay with the school long-term and do not restrict the number of years that the contract can be renewed.

Visa Sponsorship: Available, though priority will be given to those applying from within Japan.

Linden Hall High School

We are a small private junior and senior high school near Fukuoka, Japan that offers a rigorous academic program and exceptional cultural education opportunities. While we are recognized by Japan's Ministry of Education, Culture, Sport, and Science as an Article 1 school, we provide an English immersion programme. Our students have the option to obtain both a Japanese high school diploma and an International Baccalaureate diploma in English, meaning that they graduate English-Japanese bilingual and, sometimes, trilingual. While our students are predominantly Japanese, we have been attracting more and more international students in the past few years. Our instructional team is highly multinational, and about half are Japanese, while the other half is from nearly every continent around the world. While the majority of our students are day students, we have the dormitory facilities to provide full room and board for those who want it. Recent university acceptances have included the University of Cambridge, Columbia University, Keio University, and the University of Melbourne.

Our Location

Our bright and airy campus is about 15-20 minutes from downtown Fukuoka by public transportation. Adjacent to the school is a beautiful English garden complete with a rose garden and a lake filled with swans. For travel buffs, Fukuoka International Airport, only 20

minutes away by car and 30 minutes away by public transportation, has frequent flights to Hong Kong, Taiwan, mainland China, Korea, and the rest of Japan. Fukuoka, the 6th largest city in Japan, offers all of the modern conveniences one could seek, while remaining compact and safe enough to navigate easily and independently.

About the Role

We are looking for a full-time staff member to teach IBDP Chemistry to high school students. In addition, the position may involve teaching Chemistry to students in the younger grades.

● *Teaching Duties*

- * Teach IBDP Chemistry to high school students (normally 10-20 students per class) and prepare students in younger grades for their future IBDP studies.
- * Develop curricula, plan lessons, write assessments, and grade assignments.

● *Other Duties*

- * Serve as an assistant homeroom teacher for one class (a teacher from Japan will be the main homeroom teacher)
- * Occasionally participate in school events such as our Open School or Summer Camp to help to promote the school
- * Supervise extra-curricular and/or service activities
- * Communicate with parents and guardians about students' progress and well-being
- * Treat students and staff with respect, empathy, and care
- * Other reasonable duties assigned by the IBDP Coordinator and other school leaders

● *Working Days and Hours*

- * 7:50am - 5:30pm, Monday to Friday (of which approximately 20 hours are teaching hours)
- * Days off include Saturdays (with the occasional exception for school events, for which time off will be provided in lieu), Sundays, national holidays, year end and New Year holidays, month-long summer vacation, etc.
- * The teacher may be asked to work for the school's Summer Camp and/or IB Intensive Week, which fall at the end of July.
- * Additionally, after the first 6 months, teachers are eligible for 10 days of annual paid leave.

● *Reports To*

IBDP Coordinator

Qualifications and Requirements

	Required	Preferred
Bachelor's degree or higher in a related subject	✓	
Secondary education teaching license or degree in education	✓	
Native-level English proficiency	✓	
Experience of teaching the specialized subject (or classes related to the specialized subject) at an accredited educational institution		✓
Experience and/or understanding of and a strong interest in the IB		✓
Experience teaching English or in English to second language learners		✓
Open-mindedness, flexibility, and a collaborative attitude		✓
Japanese ability is a plus, but not essential		✓

Salary and Benefits

- Approximately 370,000 yen per month (4.5M yen per year)
- Social health insurance and pension included
- Monthly commuting expenses
- Relocation expenses
- Dormitory housing is negotiable
- Category 1 IBDP training workshop if applicable
- Professional development for high-performing long-term staff

Application Procedure

1. Please send a resume (including the names of 2 referees) and cover letter to the IBDP Coordinator, (Ms.) Karen Hunter, at: hunter@lindenhall.ed.jp.
2. Responses will be sent to qualified candidates, requesting a lesson plan.
3. There will be a preliminary interview (in-person or remote) with the IBDP Coordinator and current subject teachers. This interview will also include a discussion of the lesson plan.
4. Shortlisted candidates will be invited to a follow-up interview (in-person or remote) with relevant stakeholders including the school Principal.
5. Tentative offers will be made to successful candidates, which will be finalized upon reference checks and proof of no criminal background.

School Website: <https://en.lindenhall.ed.jp/highschool/>