



JOB ANNOUNCEMENT JAPANESE LANGUAGE SCHOOL TEACHERS

POSITION SUMMARY:

Positions available

Status: Hourly, part-time, non-exempt

Pay Rate: \$ 18/hour part-time

Location: 1964 W. 162nd Street, Gardena, CA 90247

Saturdays, 8:00 am to 1:00 pm onsite, additional 3 hours for preparation time, average 8 hours per week

Start Date: Immediately

ORGANIZATION DESCRIPTION:

The Gardena Valley Japanese Cultural Institute (GVJCI) is a 501(c)(3) non-profit community center housing various classes, services, and programs for seniors, non-senior adults, and youth in the South Bay for over 40 years. Our mission is to serve the needs of the local Japanese American community through educational, cultural, and social programs that share the Japanese and Japanese American cultural heritage.

MISSION STATEMENT:

A space to engage, share, and embrace the Nikkei experience and culture.

VISION STATEMENT:

The GVJCI envisions a vibrant network and a welcoming space for all persons interested in Japanese heritage and culture where history and tradition are honored, people are inspired to create action and change, and cultural pride and respect for all humanity are promoted.

POSITION OVERVIEW:

The GVJCI offers a Saturday morning Japanese Language School program for ages 5 to adult. We are seeking part-time Japanese Language Teachers to instruct our children's classes. Classes are held from September to June, 9:00 am to 12:35 pm. Summer school is also offered.

DUTIES:

- Instruct students ages 5 to 17 in learning the Japanese language.
- Create weekly homework, semester exams, and study guides.
- Assist in the operation of school functions such as cultural activities and student/family events.



- Communicate with parents via email and in-person, and with teachers and staff members as needed.
- Attend teacher meetings as needed (additional paid hours).

MINIMUM QUALIFICATIONS:

- College education in Japan or an Associate Degree (or equivalent) in the United States
- Fluency in the Japanese language, knowledge of Japanese culture, and the ability to explain instructed directions in English
- Desire to instruct and mentor children, and has respect for children and their varied developmental processes
- Good communication skills, good command of spoken & written Japanese and English
- Experience in student supervision, guidance, development and safety
- If hired, candidates must receive satisfactory clearance of child abuse and criminal background checks
- Passionate about the GVJCI mission

HOW TO APPLY:

Interested applicants can send a cover letter and resume to: akochiyama@jci-gardena.org.
Accepting applications until position is filled.