

Employment Opportunity

Re-advertisement [6]

EO No: 2024-038

College of Micronesia–FSM
Human Resources Office P.O. Box 159
Kolonia, Pohnpei, FSM 96941
Phone: 691-320-2480 Fax: 691-320-2479

Opening Date: December 6, 2023

Closing Date: January 5, 2024

Position and Salary:

Japanese Language Instructor
N/6/A-N/11/A \$ 17,819.00-\$21,743.00 PA

“Position is eligible for housing and transportation benefits”

Location:

National Campus/Instructional
P.O. Box 159
Kolonia, Pohnpei FM 96941

College of Micronesia – FSM Mission Statement

The College of Micronesia-FSM is a learner-centered institution of higher education that is committed to the success of the Federated States of Micronesia by providing academic and career & technical educational programs characterized by continuous improvement and best practices.

Values

COMMITMENT EXCELLENCE TEAM
LEARNER-CENTEREDNESS WORK
PROFESSIONALISM

Duties: Teaching 12 to 15 contact hours of contact hours per semester of Japanese Language courses. Courses will include combined courses of Japanese as a Foreign Language (JFL) at the National Campus and Japanese for specific purposes at the Career and Technical Education Center. Teaching classes in accordance with the goals and objectives of the course as described in the course outline. Maintaining accurate records of student attendance and student learning outcomes/grades, in accordance with COM-FSM regulations. Submitting records to Instructional Coordinator after the end of the semester/session. Keeping at least 5 office hours per week. Participating in one standing committee or providing alternative services to the college and community as specified in Administrative Procedure 6026; may be asked to participate in ad hoc committees. Advising students. Participating in special College functions such as graduation. Participating in Division activities. This includes meetings, curriculum development and developing procedures for improving current classes. Participating in assessment activities. Participating in professional development. Serve on committee. Attending to additional needs of the College or the community as agreed upon by the faculty member in consultation with their supervisor.

Minimum Qualifications: Master Degree in Japanese Pedagogy (or related field) with two years of full time teaching at the post-secondary level. Foreign credentials must be equated to US standards using World Education Services at <http://www.wes.org>. Experience with establishment and assessment of student learning outcomes, formative assessment and related matters. Demonstrated ability to communicate with clarity and capability of different methods of presentation. Two years' experience living overseas from the

applicant homeland is preferred. Ability to give evidence of exemplary teaching ability, initiative, interpersonal skills, and cultural sensitivity are essential. Demonstrated ability to hold interest of students, command their respect, be fair and impartial and encourage participation. Experience with online teaching is essential.

Contact: Applications are available at the College of Micronesia–FSM Human Resources Office, state campus sites or at the college’s website at www.comfsm.fm.

Application Procedure

Interested candidates must submit the following documents:

1. A letter of interest addressing how the candidate’s professional qualification and experience match the minimum essential requirements of the position (not to exceed 3 pages);
2. COM-FSM application form (<http://www.comfsm.fm/jobs/HRdocs/employment08.pdf>);
3. A current resume which includes personal email address and cellular phone number;
4. Copies of college transcripts for all degrees earned;
5. A minimum of three professional reference letters;
6. Court Report (criminal background check) under 6 months old; and
7. A brief teaching philosophy

Documents are to be submitted electronically to hro@comfsm.edu.fm (preferably as PDF attachments) or mailed to:

Human Resources Office
College of Micronesia-FSM
P. O. Box 159
Pohnpei FM 96941

(U.S Postal Service domestic rates apply in the Federated States of Micronesia.)

Applications will be accepted until **January 5, 2024** followed by screening by the committee. Official copies of college transcripts are required to be sent directly from schools to HRO when a candidate is being considered.

The College reserves the right to request or require from any applicant additional documentation or certification in addition to the minimum requirements stated in this advertisement in order to be considered for this position. All persons applying must meet or exceed any additional qualifications required in the COM-FSM Personnel Policy Manual.

FSM Citizens are encouraged to apply