APPLICATION INFORMATION FOR THE FALL 2025 TERM

We are accepting applications for teaching positions in Japan on our University Program, Young Learners English Program, and Secondary School English Program. Applicants from overseas and from inside Japan are both welcome to apply.

YOUNG LEARNERS ENGLISH PROGRAM / SECONDARY SCHOOL ENGLISH PROGRAM

Please check the "Young Learners Program / Secondary School Program" section of our website for the details.

Location:	Nagoya, Aichi Prefecture
Contract Period:	Year-long: From mid-August to mid-August of the following year Term-based: From mid-August to late March
Compensation:	Young Learners English Program: Starting from ¥300,000 per month Secondary School English Program: Starting from ¥290,000 per month

- In lessons on both the Young Learners and Secondary School English Programs, the Westgate instructor is the sole instructor in the classroom (i.e. these are not ALT positions).

- Working days at our client schools start at 8:00am and finish between 4:30pm and 5:00pm.

- Instructors on the Young Learners English Program typically teach up to ten 20-minute lessons per day. Instructors on the Secondary School English Program typically teach up to six 50-minute lessons per day.

- We can only offer positions which cover the full Monday-Friday working week, i.e., there are no positions for those who are only available for certain hours or on certain days of the week.

UNIVERSITY PROGRAM

Please check the "University Program" section of our website for the details.

Location:	Kanto Region (Tokyo, Kanagawa, Saitama, and Chiba Prefectures) and Aichi Prefecture (in and around Nagoya city)
Contract Period:	From early or mid-September to mid-December or late January
Compensation:	Starting from ¥275,000 per month (Starting from ¥260,000 per month for those with less than 499 hours of classroom teaching experience and a teaching certificate or credentials/qualifications)

- Working days at our client campuses vary depending on the assignment (e.g. 8:50am-5:50pm, 9:00am-6:30pm, 11:00am-8:00pm, or similar).

- On some courses, instructors teach between five and seven 40-minute or 45-minute lessons in a typical day. On other courses, instructors teach two or three 90-minute or 100-minute lessons in a typical day.

- We can only offer positions which cover the full Monday-Friday working week, i.e., there are no positions for those who are only available for certain hours or on certain days of the week.

FLIGHT REIMBURSEMENT

Westgate can reimburse instructors for flights to and from Japan for their Fall 2025 term contract. Flights must be approved prior to purchase and would need to meet Westgate's conditions regarding arrival and departure dates and times.

Acceptable Points of Departure:	Any airport outside Japan
Acceptable Points of Arrival:	Either Haneda or Narita airports
Reimbursement Limit:	US $1,200 (US $600 for arriving and departing flights respectively)

HARDWARE REQUIREMENTS

Instructors will need to use their own computers to work and teach during their employment with Westgate. Occasionally, they are required to bring their own laptop to the campus.

In order for instructors to be able to work smoothly through Westgate's IT system, the following hardware requirements would need to be met.

- CPU: Intel Core i5 or higher; Apple M1 Chip or higher
- Memory: 8GB or higher
- Internet speed: 10Mbps or faster with a stable connection
- Operating System: Microsoft Windows 11(Home or Pro) Version 23H2 or newer; Apple macOS Sonoma 14.7.5 or newer
  * Official support for Windows 10 ends on October 14, 2025. The use of Windows 10 will therefore not be permitted by Westgate from the beginning of the Fall 2025 term (i.e. from August/September) due to security concerns.
  (Instructors who use another OS would need to check with us for confirmation about whether that OS is acceptable or not.)
- Browser: Microsoft Edge; Google Chrome latest version; Apple Safari 18 or newer
- Valid and active anti-virus software
- Web camera and microphone
- Adobe Acrobat Reader DC

Instructors must agree to install applications required by Westgate.

If an applicant does not meet the requirements above, we may not be able to make a hiring decision.