

**PROJECT FOR PROMOTION OF GLOBAL HUMAN RESOURCE DEVELOPMENT
RECRUITMENT OF TAs FOR AY 2018 SECOND/THIRD/FOURTH QUARTER**

May 2018

Support Office for Promotion of Global Human Resource Development will recruits TAs for “The Global Scientists and Engineers (GSEC) Courses” and “Global Leadership Practice” AY2018 as follows.

1. Number of TAs to be Recruited: Approx. 30 students

2. Work Description: TA will assist instructors for either of the following Courses.

	Course Title	Target Students	Language
1	Introductory Course for Global Engineers and Scientists	B1	Japanese/ English
2	Advanced Course for Global Engineers and Scientists: Focus on Asia	B2-	English/ Japanese
3	Advanced Course for Global Engineers and Scientists: Focus on Europe and North America		English
4	Global Leadership Practice	B4-M2	English

For the given assignment, TAs will assist group work by

- Providing necessary information about the country of your origin
- Providing comments and advises from the perspective of an international student
- Facilitating the group work when necessary.
- Assisting instructors for the smooth delivery of class work /group work (in case)

3. Campus: Ookayama

4. Work Period

	Course Title	Work Period
1	Introductory Course for GSEC	-Approx. 6 times during following class schedule: 5-6th period (13:20-14:50) on Tuesdays(Class 1) or Fridays (Class 2) in 4Q -Approx. extra 10 hours for off-class interaction activities to be scheduled by group members.
2	Advanced Course for GSEC: Asia	- 3 days (5 hours per day) during Summer Break 2018 - 3 days (5 hours per day) during Spring Break 2019
3	Advanced Course for GSEC: Europe and North America	-Approx. 6 times during following class schedule: 9-10th period (16:50-18:20) on Fridays in3Q (9/28-11/16) -Approx. extra 10 hours (maximum) for off-class interaction activities.
4	Global Leadership Practice	- 4 days (6 hours per day) in 2Q: 3-6th Period (10:45-14:50) on Tuesdays and Fridays: 6/19, 22, 26, 29

5. Class Plan and Dates (Introductory and Advanced course for GSEC)

Week	Introductory Course for GSEC: Class1(Tuesday), 4Q	Introductory Course for GSEC: Class2(Friday) 4Q	Advanced Course for GSEC: Focus on Europe and North America, 3Q	Advanced Course for GSEC: Focus on Asia, Summer break and Spring break
1	12/4 Introduction, Lecture	11/30 Introduction, Lecture	9/28: Introduction	During September (Summer break; 9/15, 16, 20) and February (Spring break) Three days Each intensive
2	12/11: Lecture, Group Work	12/7: Lecture, Group Work	10/12: Group Work	
3	12/18: Propose Presentation, Group Work	12/14: Propose Presentation, Group Work	10/19: Group Work	
4	12/25: Group Work	12/21: Group Work	10/26: Progress Report	
5	1/8: Group Work	1/11: Group Work	11/2: Group Work	
6	GESC symposium		11/9: Group Work	
7	1/15: Group Presentation	1/25: Group Presentation	11/16: Final Presentation and Summary	
8	1/22: Group Presentation	2/1: Group Presentation		

6. Qualification

- 1) TAs must be international students of the Tokyo Institute of Technology (B4 and Graduate Students).
TAs needs to have B, M, or D status on student ID number.
Students with R status cannot apply for the position.
- 2) Considering the objective of the courses, which is to increase the international awareness for the students, we welcome international students from diverse countries/regions (Asia/Pacific, Middle-East, Africa, Europe, North America, Central and South America)
- 3) TAs should understand and accept the educational purpose of the “Global Scientists and Engineering Course” and “Global leadership Practice”, while having motivation to contribute to the human resource development of the youth.
- 4) TAs for Introductory course had better possess communication skill in Japanese language with Japanese students. (Conversation only, no requirement for reading and writing capacity), with no difficulties in communicating with Japanese students.
- 5) TAs for Advanced Course and Global Leadership Practice should have English Language proficiency in order to communicate with non-Japanese instructors.
- 6) TAs should be flexible in responding the questions and requests from the students.
- 7) TAs should be able to **attend the all classes at the designated time** and participate in off-class group work outside of the classroom when asked by group members.
- 8) Those who conduct comparative study (ies) between Japan and his/her mother country on any social, economic or technical issues will receive priority.

7. Remuneration

Payment will be processed under the regulations of Tokyo Institute of Technology (Salary per hour: JPY 960 for Undergraduate Fourth Year Students, JPY 1,000 for Master Students, 1,200 yen for Doctor Students) multiplied by working hours*

***We will make payment for 20 working hours.**

8. Application and Deadline

Please fill-in the application form attached, and submit to the Support Office for Promotion of Global Human Resource Development by **Thursday, 31st May** through E-mail, by bringing directly to the Office, or by posting at Mail-Box (S6-13).

9. Recruitment Schedule

-**Mid of June**: Announcement of Result

-One day in **the final week in September**: Orientation

<Exception>

Global Leadership Practice and Advanced course for GSEC on Asia (Summer/Spring intensive course)

Orientation will be conducted separately

【Inquiries】

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