Recruitment Information for Program Assistant (PA) for Cross-Cultural Distance Learning (CCDL)

Global Education Center is looking for Program Assistants (PA) who have an international background and participate actively in discussions and activities during the following Cross-Cultural Distance Learning (CCDL) classes. The PA will answer and ask questions, express opinions and exchange thoughts with the students taking the course about intercultural issues and concepts. The PA will be paid ¥900 for undergraduate student, ¥1,100 for graduate student per hour and will be required to attend 1-hour orientation prior to the classes.

■ Dates and Time:

Regarding; should attend all of 3 lessons (2 lessons for Class 7 and Class8).

- ➢ Class 1: Monday 4th period (14:45-16:15), December 15th, December 22nd, January 19th
- ➢ Class 2: Tuesday 2nd period (10:40-12:10), December 2nd, December 9th, December 16th
- ➢ Class 3: Tuesday 3rd period (13:00-14:30), December 2nd, December 9th, December 16th
- ➢ Class 4: Tuesday 4th period (14:45-16:15), December 9th, December 16th, January 13th
- ➢ Class 5: Wednesday 2nd period (10:40-12:10), November 26th, December 3rd, December 10th
- ➢ Class 6: Thursday 4th period (14:45-16:15), December 11th, December 18th, January 8th
- ➢ Class 7: Friday 2nd period (10:40-12:10), December 19th, January 9th
- ➢ Class 8: Friday 3nd period (13:00-14:30), December 19th, January 9th
- ➢ Class 9: Friday 4th period (14:45-16:15), December 12th, December 19th, January 9th

■ Place

Class 1, 2, 3, 4, and 5 : Building 120-3, room 205

Class 6, 7, 8, and 9 : Building 3, room 201

■ Topics

- ➢ Social and Global Issues
- ➢ Media
- ➢ International Career Path

■ Conditions: Applicant must

1. be a Waseda University regular student (Graduate students welcome). *except for Freshman, Non-degree Student, CJL Student.
2. have English proficiency of at least TOEIC 800, TOEFL PBT 500, TOEFL iBT 75 (equivalent to Tutorial English Advanced level)

   ※Holders of a Bachelor's Degree or students exchanged from an university in an English speaking country are exempt from English proficiency requirement above.
3. have 5 years or more experience living overseas if applicant is a Japanese national
4. be able to attend ALL lesson days for your class
5. be able to attend an interview which we indicated.
6. be able to attend an orientation (approximately 1 hour) prior to the first class
7. have taken CCDL class(es) is desirable but not essential.

■ How to apply

If you are interested in applying, access Waseda-net portal and click "Application" under "System Services" that is under the top page (Figure 1). Then find "Program Assistant for CCDL" among the list (Figure 2) and fill out necessary information. After completing the form, click "登録"(Register).

Figure 1

Figure 2

Application deadline is Friday, 31 October 2014.

The result of the application will be sent via email by Friday, 7 November 2014. Applicants selected will be notified for an interview which will be held on Tuesday, 11 or Thursday, 13 November 2014.

<Inquiry>

Global Education Center

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