

R8 Kyoto City Assistant Language Teacher (ALT) Recruitment

Kyoto City Board of Education

The following are the details of the Kyoto City Board of Education's recruitment of Assistant Language Teachers to teach English in Kyoto Municipal schools.

1 Job Title and Work Duties

Assistant Language Teacher (Fiscal Year Appointed Employee)

The ALT shall mainly perform duties as specified by the supervisor and/or principal of the board of education and/or schools, as set out in the following items:

- (1) Assistance in foreign language classes, etc.
- (2) Assistance in extracurricular activities and special activities.
- (3) Other duties as deemed necessary by the supervisor or the school principal.

2 Number of Positions

Approximately 10

These positions are dependent on the approval of the R8 fiscal year budget. In the event that the budget is not approved, provisional hiring will be invalidated.

3 Work Conditions

Refer to the document entitled "Outline of Work Conditions".

4 Application Requirements

- (1) Applicants must fulfill all the following requirements.
 - ① Be a native English-speaking foreigner or foreigner with near-native English ability.
However, this also includes Japanese citizens who previously held foreign citizenship and have two or more years of experience working as an ALT in elementary, junior high, or senior high schools as designated in article 1 of the School Education Act of 1947.
 - ② Be able to pronounce standard English and have the necessary ability and motivation to instruct elementary, junior high, and/or special needs school students in foreign language classes.
 - ③ Hold a degree from a 4-year university¹ (undergraduate) or higher.
 - ④ Hold a valid status of residence² which allows working in Japan.

¹The number of years listed in ① and the diploma listed in ③ includes those who meet

the requirements as of March 31, 2026. The degree must be earned by March 31, 2026.

²The status of residence which allows working in Japan must be valid as of the first day of employment. Applicants whose status of residents is not valid for teaching at school must apply for a change of status.

- (2) No person falling under any of the following items prohibited in Article 16 of the Local Public Service Act may be eligible to apply:
- ① A person who has been sentenced to imprisonment or a more severe punishment, and of whom the execution of the sentence has not been completed or who has not yet ceased to be amenable to the execution of the sentence
 - ② A person who was dismissed by this organization by a disciplinary action and for whom period of two years has not expired since the day of that disposition
 - ③ A person who has committed a crime provided for in Articles 60 to 63 inclusive when the person served as a Commissioner or Secretary-General of the National Personnel Authority, and has been punished
 - ④ A person who, on or after the date of the enforcement of the Constitution of Japan, formed or belonged to a political party or other organization which advocated the overthrow by force of the Constitution of Japan or the government established thereunder
- (3) No person falling under either of the following may apply:
- [Note: Refer to the Supplementary Document for more information about the meaning of Specified Sexual Offense and “Person Corresponding to Facts of a Specified Sexual Offense”]
- ① A person who has a prior conviction for Specified Sexual Offenses as defined in Article 2, Paragraph 7 of the Act on Measures to be Taken by School Operators, etc. and Private Education/Childcare Service Providers for the Prevention of Sexual Violence, etc., Against Children (Act No. 69 of 2024), scheduled to be enforced by December 25, 2026
 - ② A person who has a criminal record under ordinances such as local government youth development ordinances or nuisance prevention ordinances

5 Method of Application

Submit the following documents by post or in person to the Kyoto City Board of Education. Submitted documents will not be returned.

- Documents submitted by post must arrive by Friday, February 20, 2026.

- The deadline for documents submitted in person is 5:00 pm on Friday, February 20, 2026.

- (1) (Form 1) Kyoto City ALT Application Form
- (2) (Form 2) Kyoto City ALT Application Short Essay Report
- (3) Passport, Residence Card, University Diploma* (Copies)

*If the university diploma is in a language other than Japanese or English, the applicant must include a translation in either Japanese or English.

*If the applicant has Japanese citizenship, they must supply a copy of documentation of their citizenship instead of a foreign passport and residence card.

- (4) Proof of TEFL/TESOL or other English teaching certification (copy) Only for applicants with certification.
- (5) Proof of Japanese Language Proficiency Test (JLPT) or other Japanese language certification (copy) (Only for applicants with certification.)

6 Appointment Process

- (1) Appointment will be decided based on an evaluation of the applicant's application report and an interview.
- (2) After evaluating the report, applicants will be notified of whether they will receive an interview, as well as the date, time, and location of the interview by Thursday, February 26, 2026. Interviews will take place on either Monday, March 2, or Tuesday, March 3, 2026.
- (3) The results of the evaluation and all other communication will be done by email.

7 Contact Information and Address for Application

Kyoto City Board of Education, Guidance Division, School Guidance Section,
Elementary and Junior High School Education Clerk

Postal Code:604-8571

Kyoto-shi Nakagyo-ku Teramachi-dori

Oike-agaru Kamihonnojima-cho 488

Kita Chosha 7F

[In Japanese]

〒604-8571 京都市中京区寺町通り御池上る上本能寺前町488 北庁舎 7階

京都市教育委員会指導部学校指導課初等・中学校教育担当

TEL 075-222-3808 FAX 075-231-3117

(Supplementary Document)

Act on Measures for the Prevention of Sexual Violence, etc. Against Children by School Establishers, etc. and Private Education and Childcare Providers

(Act No. 69 of 2024) (Excerpt)

(Definitions)

Article 2 (omitted)

7. In this Act, the term “Specified Sexual Offense” means any of the following offenses:

- ① Offenses under Articles 176, 177, 179 through 182, Article 241, paragraph (1) or (3), or Article 243 (limited to the portion relating to the offense in paragraph (3)) of the Penal Code (Act No. 45 of 1907).
- ② Offenses under Article 4 of the Act on Prevention and Disposition of Theft, etc. (Act No. 9 of 1930), limited to conduct constituting an offense under Article 241, paragraph (1) of the Penal Code.
- ③ Offenses under Article 60, paragraph (1) of the Child Welfare Act.
- ④ Offenses under Articles 4 through 8 of the Act on Regulation and Punishment of Acts Relating to Child Prostitution and Child Pornography, and on the Protection of Children, etc. (Act No. 52 of 1999).
- ⑤ Offenses under Articles 2 through 6 of the Act on Punishment of Acts Involving the Filming of Sexual Images, and on the Deletion, etc. of Electromagnetic Records Containing Images of Sexual Acts Recorded on Seized Materials (Act No. 67 of 2023).
- ⑥ Offenses prescribed by prefectural ordinances as specified by Cabinet Order that punish any of the acts listed in items (a) through (d) below:
 - a. Indecent contact with any part of another person’s body without just cause.
 - b. Without just cause, peeping at underwear or the body ordinarily concealed by clothing, or photographing such underwear or body using a camera or other device (hereinafter in this item referred to as a “camera, etc.”), or directing or installing a camera, etc. for the purpose of photographing such underwear or body.
 - c. Engaging in obscene speech or conduct without justification (excluding those listed in items (a) or (b)).
 - d. Engaging in sexual intercourse with a child, or committing an indecent act against a child.

8. In this Act, the term “Person Corresponding to Facts of a Specified Sexual Offense” means a person who falls under any of the following categories:

- ① A person for whom a judgment imposing imprisonment for a specified sexual offense has become final (excluding persons granted a full suspension of the execution of the sentence, except where such suspension has been revoked; such persons are referred to as “suspended sentence offenders” in the following item),

and for whom less than twenty years have elapsed since the date on which the sentence was fully executed or ceased to be enforceable.

- ② A suspended sentence offender for a specified sexual offense, for whom less than ten years have elapsed since the date on which the judgment became final.
- ③ A person for whom a judgment imposing a fine for a specified sexual offense has become final, and for whom less than ten years have elapsed since the date on which the sentence was fully executed or ceased to be enforceable.

Supplementary Provisions

(Application of This Act to Offenses Prescribed in the Penal Code Prior to Amendment)

Article 2 For the purposes of applying Article 2, paragraph (7) (limited to item (1)), the offenses listed below shall be deemed to be offenses listed in that item:

- a. Offenses under Articles 178-2, Article 181, paragraph (3), or Article 241 of the Penal Code prior to amendment by the Act for Partial Amendment of the Penal Code (Act No. 72 of 2017), or attempts thereof.
 - e. Offenses under Articles 176 through 178 of the Penal Code prior to amendment by Article 1 of the Act for Partial Amendment of the Penal Code and the Code of Criminal Procedure (Act No. 66 of 2023), or attempts thereof.
2. For the purposes of applying Article 2, paragraph (7) (limited to item (2)), offenses under Article 4 of the Act on Prevention and Disposition of Theft, etc. prior to amendment pursuant to Article 3 of the Supplementary Provisions of the Act for Partial Amendment of the Penal Code (limited to conduct constituting offenses under the former first sentence of Article 241 of the Penal Code or attempts thereof) shall be deemed to be offenses listed in that item.

(Application of This Act to Judgments Imposing Imprisonment)

Article 3 For purposes of applying Article 2, paragraph (8) (limited to items (1) and (2)) and Article 34, paragraph (2) (limited to item (1) and items (2)(b) and (2)(e)), a judgment imposing imprisonment or a full suspension thereof under Article 12 of the Penal Code prior to amendment by Article 2 of the Act for Partial Amendment of the Penal Code, etc. (Act No. 67 of 2022) shall be deemed to be a judgment imposing confinement or a full suspension thereof.

Note: The offenses referred to in Article 2, paragraph (7), item (6) mean offenses that are prescribed or were prescribed by the ordinances listed in Article 2 and Article 2 of the Supplementary Provisions of the Cabinet Order for Enforcement of the Act on Measures for the Prevention of Sexual Violence, etc. Against Children by School Establishers, etc. and Private Education and Childcare Providers (Cabinet Order No. 440 of 2025) (excerpt)—namely, the so-called Nuisance Prevention Ordinances and Juvenile Sound Development Ordinances of each prefecture—and that punish any of the acts listed in items (a) through (d) of that item.