

April 2026 Application Guidelines: Peer Life Coach

The Student Success Support Section of the Student Support Center at the Ookayama Campus is seeking enthusiastic student assistants to participate in "Peer Life Coach" activities—a student-led support service designed by students, for students.

1. Activities

The Peer Life Coach program aims to help undergraduate freshmen adapt to university life, develop essential research and career skills through proactive learning, and contribute to international exchange and intercultural understanding through international student support. Key activities include:

- Operational Support: Managing the International Student Help Desk and official LINE/Slack channels.
- Content Creation: Planning and producing "Study Tips" and the "Learning Design" series.
- Event Management: Organizing freshman orientations, tutoring for STEM liberal arts courses, multilingual chats, campus tours, and multicultural events.
- Expansion: Participating in Student Support Center projects, Student Support Forums, and proposing new initiatives that align with the peer-support mission.

2. Eligibility

- Current undergraduate or graduate students at this university.
- Individuals with a strong motivation to participate in the aforementioned tasks.
- Individuals able to attend the recruitment interview and the new Peer Life Coach training sessions.

3. Salary and Working Hours

- Wage: 1,230 yen per hour (as of March 2026).
- Hours: Generally weekdays from 9:15 AM to 5:15 PM.
- Limit: Maximum 20 hours per week (including other on-campus employment).

4. Application Process

- How to Apply: Submit the "Institute of Science Tokyo Peer Life Coach Application Form" via Google Forms.
- Links: Refer to the "Peer Life Coach Recruitment" section on the university website for the application link and information regarding the April briefing sessions.
- Deadline: Thursday, April 30, 2026, at Noon (Strictly enforced).

5. Selection and Post-Hiring Flow

- Selection: Based on document screening and an interview with staff and faculty.
- Interviews: Scheduled between Friday, May 8 and Friday, May 22, 2026. Interviews will last approximately 20 minutes.
- Notification of Selection Results: Results will be sent via email around Monday, May 25.
- Hiring Procedures: Successful candidates must confirm their acceptance by Thursday, May 28, and submit the required personnel documents by Thursday, June 4.
- Mandatory joint training will take place in July before official duties begin.

Contact Information

Student Success Support Section, Student Support Center (Student Life Coach Consultation Desk)

Email: concierge.general@ssc.isct.ac.jp