



International Leaders in Education Program (ILEP)

*Programs of the Bureau of Educational & Cultural Affairs (ECA),
U.S. Department of State, and implemented by IREX*

Application for International Teachers

The U.S. Department of State and IREX (the International Research & Exchanges Board) announce an open competition for two programs that will bring outstanding secondary-level school teachers to the U.S. for a professional development opportunity. International Leaders in Education Program (ILEP) seeks to:

- Enhance teachers' expertise in their teaching discipline and equip them with a deeper understanding of best practices in teaching methodologies, lesson planning, and the use of technology in teaching.
- Create among educators a more nuanced understanding of the U.S.
- Develop productive and lasting relationships and mutual understanding between U.S. and international teachers and their students.
- Contribute to improving teaching in participating countries by preparing participants to serve as teacher leaders, who upon returning home will apply and share their experience and skills with their peers and students.

ELIGIBLE TEACHING DISCIPLINES FOR BOTH PROGRAMS ARE:

- English as a Foreign Language,
- Social Sciences (social studies, civics, history, or geography)
- Mathematics and Science

Please return completed applications to:

Malaysian-American Commission on Educational Exchange (MACEE)
18th Floor, Menara Yayasan Tun Razak
200 Jalan Bukit Bintang, 55100 Kuala Lumpur
Telephone: 603- 2166 1878
Fax: 603-2166 8878
Email: kalis@macee.org.my
Contact Person: Kalis

DEADLINE: May 25, 2010

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Program Application for International Teachers

PROGRAM OVERVIEW

The International Leaders in Education Program (ILEP) will provide international teachers with unique opportunities to develop expertise in their subject areas, enhance their teaching skills, and increase their knowledge of the United States.

The International Leaders in Education Program (ILEP) is a bilateral exchange program that will provide 80 secondary school teachers from East Asia and the Pacific, South and Central Asia, the Near East, and Sub-Saharan Africa with a six-month professional development program at a U.S. University in spring 2011. The program will consist of a semester-long academic program, including coursework and intensive training in teaching methodologies, lesson planning, teaching strategies for their home environment, teacher leadership, as well as the use of computers for Internet, word processing and as tools for teaching. The semester-long program will also include an internship at a secondary school to allow participants engagement with American teachers and students. Trips to U.S. cultural sites and academic support will be provided for participants throughout the program.

Following the international teachers' program, a group of 15 U.S. teachers from ILEP internship host schools will conduct two-week reciprocal visits in spring 2012 to work with the international teachers in their home countries.

ILEP program alumni are eligible to apply for small grants upon their return home. These grants can provide resources to conduct teacher training workshops or other activities that share the teacher's experience in the U.S. and contribute to the growth of their home education communities.

ABOUT THE BUREAU OF EDUCATIONAL AND CULTURAL AFFAIRS, U.S. DEPARTMENT OF STATE

The Bureau of Educational and Cultural Affairs (ECA) of the U.S. Department of State fosters mutual understanding between the people of the United States and the people of other countries around the world. ECA strives to achieve this goal through a wide range of international exchanges as authorized by the Mutual Educational and Cultural Exchange Act of 1961, as amended. ECA works in close cooperation with U.S. Embassies overseas to promote personal, professional, and institutional ties between private citizens and organizations in the United States and abroad.

ABOUT IREX (INTERNATIONAL RESEARCH & EXCHANGES BOARD)

IREX is an international nonprofit organization providing leadership and innovative programs to improve the quality of education, strengthen independent media, and foster pluralistic civil society development. Founded in 1968, IREX has an annual portfolio of \$60 million and a staff of over 500 professionals worldwide. IREX and its partner IREX Europe deliver cross-cutting programs and consulting expertise in more than 100 countries.

PROGRAM DATES

Application Deadline: May 25, 2010
Semi-Finalist Interviews: June 2010
Notification of Program Finalists: September 2010
ILEP U.S. Program Dates: January – May 2011

ELIGIBILITY REQUIREMENTS

Applicants must:

- Be secondary-level, full-time teachers with five or more years of classroom experience in ILEP teaching disciplines; English as a Foreign Language, Social Studies (Geography, History, Civics, Economics, etc), Mathematics or Science
- Be citizens of and residents in eligible ILEP countries;
- Have proficiency in written and spoken English;
- Continue teaching for at least five years after completion of the program; and
- Have submitted a complete application.
- Participants selected for ILEP will be required to obtain paid leave approval from their school and the Ministry of Education

Former participants of ILEP or the Fulbright Teacher Exchange Program are ineligible to apply.

Applications not meeting the above eligibility requirements will not be forwarded to the selection committee.

Current IREX employees and consultants and their immediate family members (spouses, parents, children, and siblings) are not eligible to compete in any IREX-implemented grant programs, either as individuals or as the responsible party representing an institutional applicant. IREX does not discriminate against grant applicants because of race, color, religion, sex, age, national origin, disability or any other protected characteristic as established by U.S. law.

IREX reserves the right to verify all of the information included in the application. In the event that there is a discrepancy, or information is found to be false, the application will immediately be declared invalid and the applicant ineligible.

FINANCIAL PROVISIONS OF THE FELLOWSHIP

- J-1 visa support;
- A pre-departure orientation held in participant's home country;
- Round-trip airfare to and within the U.S.;
- A Welcome Orientation in Washington, D.C.;
- Academic program fees;
- Housing (generally shared with other program fellows) and meals;
- Accident and sickness coverage;
- Transportation to the internship school (if necessary);
- A book/professional development allowance;
- A Closing Seminar;
- The opportunity to host a U.S. teacher for two weeks; and
- The opportunity to apply for follow-on grants.

SELECTION PROCESS AND CRITERIA

ILEP fellows will be selected through a merit-based open competition. After the application deadline, MACEE countries will review all eligible applications. For this programs top candidates will be interviewed by an interview panel and must take the TOEFL (Test of English as a Foreign Language) or Institutional Toefl Exam (IT)) or provide valid results no more than 1 year old.

All completed, eligible nominations will be forward to Washington, D.C. where an independent U.S.-based selection committee will determine the finalists.

Selection Criteria (not in order of importance):

- Demonstrated commitment to teaching in the field of secondary education;
- Demonstrated leadership potential;
- Professional and educational experience and achievements;
- Potential for developing long-term linkages between U.S. and home country educational institutions and schools;
- Preparedness (including maturity, flexibility, and ability to function independently) for an intensive U.S.-based training program.
- Ability to express ideas clearly and effectively; and
- English language skills adequate to develop lesson plans, conduct research, audit classes in U.S. host universities, and team-teach in U.S. schools (a minimum TOEFL score of 500 is required for ILEP program participation).

Applicants who have had few or no opportunities to travel to the U.S. will be given priority.

GENERAL APPLICATION INSTRUCTIONS & SUBMISSION GUIDELINES

- Please answer **all** questions on the application.
- Please type or print in black ink.
- If a question does not apply to you, enter N/A (not applicable).
- Include your full, legal name as spelled on your passport (if available) or other photo identification.
(**Surname** is your father's name and **First** is your name and omit the **Middle** if there is no middle initial on your name)
- Include complete contact information (including zip codes for all addresses and city codes for all phone and fax numbers if available).
- Write your full name, city, and country in the top right corner of each page.
- You may attach additional pages if necessary to answer the questions completely.

Completed applications must be submitted to **MACEE no later than May 25, 2010**. Late or incomplete applications will not be considered.

INSTITUTIONAL SUPPORT AND REFERENCE FORM

All applicants must include the Institutional Support and Reference Form, which must be completed by your supervisor at the school where you are employed. The form must be signed. An English translation must be provided if the form and reference letter are not written in English.

ILEP Application Checklist

Applicants must submit the original application and 4 complete copies (for a total of 5 copies). Each copy of the application should be submitted in the following order:

- 1. Application,**
- 2. Curriculum vitae (see sample format attached)**
- 3. Signed and completed Institutional Support and Reference Form with letter**
- 4. Certified true copy of degree certificate**
- 5. A copy of your passport (or photo identification).**

← - - - - Formatted: Bullets and Numbering

Each complete application should look identical and be stapled. No other form of binding is permitted.

(This is a sample CV only – Please do not include sample in submitted application)

Natalia Nikolaevna Ivanova
ADDRESS
COUNTRY
PHONE
E-MAIL

PROFESSIONAL EXPERIENCE

Secondary School # 102 – Kyiv, Ukraine

Teacher of History (10/2002-present)

- Teach History of Middle Ages to grades 5-6
- Teach Modern History to grades 8-10
- Provide training to teachers in the school
- Act as member of weekly editorial team of school History newsletter

Center for Teacher Training – Kyiv, Ukraine

Teacher Trainer (01/2000-present)

- Responsible for developing curriculum units in History
- Assist Kyiv regional teacher training expert with research in modern teaching methodologies
- Draft monthly reports on teacher training activities

U.S. Peace Corps – Kyiv, Ukraine

Trainer for TEFL teachers (10/1999-9/2002)

- Provided training about teaching in the secondary schools in Ukraine
- Assisted with analysis of education needs in secondary schools in rural areas of Ukraine
- Developed and implemented project plans to address these needs within the Peace Corps mission

EDUCATION

Kyiv State Pedagogical University – Kyiv, Ukraine

diplom (09/1994-07/1999)

Department of History

PROFESSIONAL DEVELOPMENT

Winner of Ministry of Education “Teacher of the Year” Sponsored Competition

Teaching History through Internet Workshop – Moscow, Russia 2003

Participant in workshop on internet resources for teaching history in the secondary schools

British Council Small Grant Program Recipient

Conference Organizer (01/2003-12/2003)

- Developed and managed a conference on teaching history in secondary school for 120 secondary school teachers in Kyiv
- Drafted concept paper for funding of conference

COMMUNITY AND VOLUNTEER ACTIVITIES

Advisor for Students History Newspaper – Kyiv, Ukraine

Volunteer at alma mater, Kyiv State Pedagogical University, 1994-1998

COMPUTER SKILLS

Microsoft Word, Explorer, Excel, PowerPoint, Outlook, Adobe PhotoShop, PageMaker

LANGUAGES

Ukrainian (fluent), English (excellent), French (basic)