



International Leaders in Education Program (ILEP)

*A Program of the Bureau of Educational and Cultural Affairs (ECA),
U.S. Department of State, and implemented by IREX (International Research and Exchanges Board)*

Application for International Teachers

The U.S. Department of State and IREX (International Research & Exchanges Board) announce an open competition for a program that will bring outstanding secondary-level school teachers to the U.S. for a professional development opportunity. 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.

IMPORTANT: This program in Brazil is only open for public high school English language teachers.

**Please return completed applications to the program coordinator
at the Secretariat of Education in your state.**

DEADLINE:

MARCH 15, 2011

APPLICANT NAME: _____

CITY, COUNTRY: _____

<p style="text-align: center;">International Leaders in Education Program (ILEP) Program Application for International Teachers</p>

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 an exchange program that will provide 64 secondary school teachers from East Asia and the Pacific, South and Central Asia, the Near East, Sub-Saharan Africa and the Western Hemisphere with a semester-long professional development program at a U.S. University from January to May 2012. ILEP consists of a non-credit, non-degree academic program, including coursework and intensive training in teaching methodologies, lesson planning, teaching strategies for home environments, teacher leadership, as well as the use of computers for Internet, word processing and as tools for teaching. At the core of the academic program is a customized course in education that will connect all program components. As part of the education course, participants will work in groups to develop a unique teacher professional development module. The five month program will also include an internship at a secondary school to engage participants actively with American teachers and students. Cultural activities and academic support will be provided for participants throughout the program.

ILEP program alumni are also 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 thought leadership and innovative programs to promote positive lasting change globally. We enable local individuals and institutions to build key elements of a vibrant society: [quality education](#), [independent media](#), and [strong communities](#). To strengthen these sectors, our program activities also include [conflict resolution](#), [technology for development](#), [gender](#), and [youth](#).

Founded in 1968, IREX has an annual portfolio of over \$60 million and a staff of over 400 professionals worldwide. IREX employs field-tested methods and innovative uses of technologies to develop practical and locally-driven solutions with our partners in more than 100 countries.

APPLICANT NAME: _____

CITY, COUNTRY: _____

ELIGIBILITY REQUIREMENTS

Applicants must:

- Be current secondary school-level, full-time English language teachers in a public school that serves a primarily local (not expatriate) population;
- Have at least an undergraduate degree in English language teaching;
- Have five or more years of classroom experience in English language teaching;
- Be citizens of and residents in an ILEP participating country;
- Obtain a minimum score of 61 on the internet-based TOEFL (iBT) (500 paper-based), equivalent English language examination, or provide valid results from June 2010 or later.
- Demonstrate a commitment to continue teaching after completion of the program; and
- Have submitted a complete application.

Former participants of ILEP, TEA, Partners in Education (PiE) or the Fulbright Teacher Exchange Program are ineligible to apply. If you have participated in other professional development exchange programs, please talk to the Fulbright Commission/U.S. Embassy in your country about your eligibility.

Staff or families of staff at a U.S. Embassy or Fulbright Commission are not eligible 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 medical insurance coverage (does not cover pre-existing conditions);
- Transportation to the internship school (if necessary);
- A laptop computer allowance;
- A book/professional development allowance;
- An excess baggage/ shipping allowance;
- A Closing Workshop in Washington, D.C.; and
- The opportunity to apply for follow-on grants.

SELECTION PROCESS AND CRITERIA

ILEP fellows will be selected through a merit-based open competition based on the criteria below. For this program, top candidates will be interviewed by an interview panel and must take the TOEFL (Test of English as a Foreign Language) or equivalent English language examination or provide valid results from June 2010 or later.

APPLICANT NAME: _____

CITY, COUNTRY: _____

Selection Criteria (not in order of importance):

- Demonstrated commitment to teaching English in the public secondary education system;
- 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;
- Willingness and capacity to collaborate with international peers toward the development of a professional development module;
- Ability to express ideas clearly and effectively; and
- English language skills adequate to develop lesson plans, conduct research, audit graduate classes in U.S. host universities, and team-teach in U.S. schools (a minimum iBT TOEFL score of 61 (500 paper based) 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.
- Include complete contact information (including zip/ postal 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.

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.

A completed application includes all elements listed below. You may submit your application to the U.S. Embassy or Fulbright Commission in your country electronically or in paper form in the following order:

- Completed Application;
- Institutional Support and Reference Form completed by your supervisor; and
- A copy of the photo and information pages of your passport (or photo identification).

Program Timeline

	Application Deadline
April 2011	TOEFL testing/ interviews
Fall 2011	Notification of Finalists
November 2011	Pre-Departure Orientation
January- May 2012	Program Dates

APPLICANT NAME: _____

CITY, COUNTRY: _____



International Leaders in Education Program (ILEP)

International Teachers' Application

A program of the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State, and implemented by IREX (International Research and Exchanges Board)

Please complete ALL information requested. Incomplete applications will not be accepted.

(attach here a recent photo)

Section I.

1. **Name:** _____
as listed on passport: (Surname) (First) (Middle)

2. **Country of Citizenship:** _____

3. **Country of Legal Residence:** _____

4. **Place of Birth (City and Country):** _____
as listed on passport (city) (country)

5. **Date of Birth:** _____
(month) (day) (year)

6. **Gender:** Male Female

7. **Teaching Discipline:** _____

8. **Number of Years Teaching:** _____

9. **Home Mailing Address:**

Street/Building Number _____ Apartment Number _____
(if applicable)

City or Town: _____ Postal Index/Code: _____

Country _____ Region: _____
(if applicable)

APPLICANT NAME: _____

CITY, COUNTRY: _____

Telephone number: _____ Mobile Telephone: _____
(country code + city code + number) (country code + city code + number)

E-mail: _____

10. School Address:

School Name _____

Street/Building Number _____ Apartment Number _____
(if applicable)

City or Town: _____ Postal Index/Code: _____

Country _____ Region: _____
(if applicable)

11. School Information:

Type of School: (a) Urban or Rural or Suburban

(b) Public (government-run) or Private

Total number of students at the school: _____

Total number of full-time teachers at the school: _____

Total number of part-time teachers at the school: _____

Grade levels at the school: _____

Age range of students: _____

Student/teacher ratio: _____

School Fees (if any): _____

12. Has a teacher at your school participated in the ILEP or Teaching Excellence and Achievement (TEA) program? If yes, what is his/her name, the program and the dates of participation?

Yes No

Name(s): _____

Dates of Participation: _____

13. Are you currently applying to any other US government sponsored program, *including online programs*?

Yes No

If yes, please specify which program: _____

Program Dates: _____

Name of sponsoring organization: _____

APPLICANT NAME: _____

CITY, COUNTRY: _____

14. Are you currently applying to programs in any other countries?

Yes No

If yes, please specify which program: _____

Program Dates: _____

Name of sponsoring organization: _____

15 (a). Have you previously participated in a U.S. government sponsored program?

Yes No

If yes, please specify which program: _____

Program Dates: _____

Name of sponsoring organization: _____

15 (b). Have you travelled to any other country on an exchange program?

Yes No

If yes, please specify which program: _____

Program Dates: _____

Name of sponsoring organization: _____

16. Have you traveled to the U.S. or outside your home country previously?

Yes No

If yes, please provide further detail in the table below:

City, Country Visited	Dates of Travel	Reason for Visit (Work/ Tourism/ Exchange Program)

APPLICANT NAME: _____

CITY, COUNTRY: _____

17. Please list other international exposure you have had including working with international organizations or foreigners in your home country.

18. How did you hear about the ILEP program?

- Colleague Program Alumnus Friend School Administrator
 Publication: _____ Website: _____
 Other: _____

19. **Education:** Please list your educational background.

Institution/School	# of years of study	Field of Study	Degree/Certificate	Year of Degree

20. **Foreign Language Proficiency:** Please rate your proficiency for each language you know in the categories of reading, writing, comprehension and speaking. Please rate on scale of 1 to 5 with 1 being low, and 5 being high.

Language	Reading	Writing	Comprehension	Speaking

APPLICANT NAME: _____

CITY, COUNTRY: _____

21. Additional Education or Professional Experience & Activity: Please tell us what activities you have pursued inside and outside the classroom to maintain your professional training as an educator. In addition, please list professional organizations that you are a member of and relevant work in your community outside of school. Please emphasize collaborative and leadership activities.

22. Work History: Please list below your work history for the past five years. **Please list your current position first.**

School Information

Name of school: _____

Department: _____ Position/Title: _____

Length of employment (dates): _____

Grade level(s) taught and age range of students: _____

Number of hours per week teaching: _____

Title of classes taught: _____

Additional duties: _____

School Information

Name of school: _____

Department: _____ Position/Title: _____

Length of employment (dates): _____

Grade level(s) taught and age range of students: _____

Number of hours per week teaching: _____

Title of classes taught: _____

Additional duties: _____

APPLICANT NAME: _____

CITY, COUNTRY: _____

School Information

Name of school: _____

Department: _____ Position/Title: _____

Length of employment (dates): _____

Grade level(s) taught and age range of students: _____

Number of hours per week teaching: _____

Title of classes taught: _____

Additional duties: _____

School Information

Name of school: _____

Department: _____ Position/Title: _____

Length of employment (dates): _____

Grade level(s) taught and age range of students: _____

Number of hours per week teaching: _____

Title of classes taught: _____

Additional duties: _____

23. Describe the most successful lesson you ever taught. How did you plan/ design the lesson? What class activities did you conduct? How was the lesson received by your students and how did you assess your students' learning?

APPLICANT NAME: _____

CITY, COUNTRY: _____

24. Schedule: *Please provide a sample of your weekly schedule.* This should include all classes you currently teach including planning and prep time, as well as additional responsibilities outside of teaching. If you teach in more than one school, please indicate the school name.

School Name	Day of the Week	Time of Day	Length of class/responsibility (in minutes)	Subject/	Grade	Number of Students in the Class	Age of students
	Monday	9:00-9:45am	45 minutes	Geography	Grade 9	55 Students	14-15
	Monday	10:00-10:55am	55 minutes	Civics	Grade 10	45 Students	16-17
	Monday	1:00-1:45am	45 minutes	History	Grade 10	40 Students	16-17
	Monday	2:00-3:00am	60 minutes	Prep			
	Tuesday	8:30-9:25am	55 minutes	Civics	Grade 10	45 Students	16-17

SAMPLE SCHEDULE:

YOUR SCHEDULE:

School Name	Day of the Week	Time of Day	Length of class/responsibility (in minutes)	Subject	Grade	Number of Students in the Class	Age of Students

APPLICANT NAME: _____

CITY, COUNTRY: _____

25. Essay Questions: Please prepare responses to the following two (2) essay questions in the space provided. Your response to the following essay questions is the most important part of your application. Your response will give the selection committee an opportunity to better understand you as teacher and your desire to participate in the program. Your essay responses provide the opportunity for you to present a picture of yourself as an educator and leader in your community. We urge you to think about your responses carefully and thoughtfully. Statements must be clearly written in order to be considered.

In the space provided, please type or write responses to the following questions:

1. Explain what you are currently doing with your fellow teachers and administrators to improve the quality of education in your community.
2. What skills and experience do you hope to gain from participating in the ILEP Program, and how will these benefit you and your community once you have completed the program?

APPLICANT NAME: _____

CITY, COUNTRY: _____

Essay Question 1: Explain what you are currently doing with your fellow teachers and administrators to improve the quality of education in your community.

APPLICANT NAME: _____

CITY, COUNTRY: _____

Essay Question 2: What skills and experience do you hope to gain from participating in the ILEP Program, and how will these benefit you and your community once you have completed the program?

APPLICANT NAME: _____

CITY, COUNTRY: _____

Additional Space: Please use this space for any additional information.

APPLICANT NAME: _____

CITY, COUNTRY: _____

26. Curriculum Vitae: Please provide your CV in the space provided.

APPLICANT NAME: _____

CITY, COUNTRY: _____

IREX PRIVACY POLICY & APPLICATION CERTIFICATION STATEMENT

Your privacy is important to IREX. That is why we request that all applicants read the following privacy policy statement carefully.

1. APPLICANT AND PARTICIPANT INFORMATION CONTENT AND STORAGE

Information about program applicants and current and past participants consists of data contained in their applications, information derived from interviews, and information gathered during the course of their program and as program alumni. IREX stores this information in written and electronic form indefinitely. Some data, such as contact information and professional experience, is continually updated.

2. USE OF INFORMATION: Information, which is described above, may be:

- A. Used by selection committees and interviewers to review applicants;
- B. Supplied to the program's funding organization;
- C. Submitted to potential host schools, universities, or organizations and/or organizations that provide internship opportunities; and
- D. Used for the evaluation of an individual's participation in the program and in the collection of data for general program evaluation by IREX, funding agencies or other organizations contracted to conduct evaluations.

IREX does not sell applicant or current/past participant information.

The principles stated herein are binding only to IREX; other organizations involved in the implementation of these programs may adhere to other privacy or similar policies.

3. CERTIFICATION: I certify that I completed this application myself, without any aid or assistance, that the information given in this application is complete and accurate, and that I have carefully read and understand all notes and disclaimers provided therein.

I understand that IREX reserves the right to verify all the information listed in the application. I understand that giving false or misleading information in the application will result in exclusion from the competition or immediate dismissal from the International Leaders in Education Program (ILEP).

Also, I acknowledge that I am aware of the following requirements that I must observe if I am selected for the program:

- I must abide by all program rules and regulations and observe all the laws of the United States during my stay there, including returning to my home country for at least two years at the conclusion of the program in compliance with J-1 visa requirements.
- The medical insurance provided to me during my travels is intended only for emergencies and does not cover ordinary, pre-existing, and dental conditions.
- My spouse, children, other relatives or individuals are not permitted to accompany me to the United States on the program.

Signature of Applicant

Date

In order for IREX to respond to U.S. Federal inquiries, please check the box(es) below, on a voluntary basis, if you have the following disabilities:

- | | | |
|--|--|--|
| <input type="checkbox"/> Hearing Impairment | <input type="checkbox"/> Speech Impairment | <input type="checkbox"/> Visual Impairment (Legally Blind) |
| <input type="checkbox"/> Orthopedic Impairment | <input type="checkbox"/> Learning Disorder | <input type="checkbox"/> Other (specify): _____ |