Teaching Excellence and Achievement Program (TEA) for Turkey

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

Application for Turkish Teachers

The U.S. Department of State and IREX announce an open competition for a program that will bring outstanding Turkish secondary-level school teachers to the U.S. for a professional development opportunity. This program is specifically designed for teachers of English as a Foreign Language (EFL) with between one and three years of classroom teaching experience. TEA 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 instructional technology
- Create among educators a more nuanced understanding of the U.S.
- Develop productive and lasting relationships and mutual understanding between U.S. and Turkish teachers and their students.
- Contribute to improving teaching in Turkey 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.

TO BE ELIGIBLE FOR TEA-TURKEY, TEACHERS MUST:

- Be teachers of English or English as a Foreign Language (EFL)
- Have between one and three years of classroom teaching experience

Please return completed applications to:
TEA-Turkey@state.gov

For more information, visit:
http://turkey.usembassy.gov/

DEADLINE: MARCH 30, 2012

Application Deadline: March 30, 2012
Applications are free of charge and may be duplicated.

Teaching Excellence and Achievement Program (TEA)
Application for Turkish Teachers

PROGRAM OVERVIEW

The Teaching Excellence and Achievement Program (TEA) will provide Turkish teachers with unique opportunities to develop expertise in teaching English, enhance their pedagogical skills, and increase their knowledge of the United States.

The Teaching Excellence and Achievement Program (TEA) for Turkey is a component of the global TEA Program sponsored by The Bureau of Educational and Cultural Affairs of the U.S. Department of State and implemented by IREX (International Research and Exchanges Board). In 2012, the TEA Program will bring over 200 teachers from more than 40 countries to the United States for professional development training. 20 English teachers from Turkey will be invited to participate in an intensive professional development program from July 10-August 24, 2012 at a U.S. host university.

TEA consists of academic seminars focusing on teaching methodologies, curriculum development, lesson planning, teaching strategies, and instructional technology training. The program will also work closely with U.S. teachers and students. Cultural enrichment, mentoring, and support will be provided to participants throughout the program.

After returning home, teachers will be eligible to participate in a small grants program to request funds for essential teaching materials, follow-on training for other teachers, collaborative projects between their home schools and U.S. schools, and other activities that build on the exchange experience.

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

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 500 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.

Application Deadline: March 30, 2012
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ELIGIBILITY REQUIREMENTS

Applicants must:

- Be current secondary school-level, full-time English or English as a Foreign Language (EFL) teachers in a school that serves a primarily local (not expatriate) population;
- Have between one and three years of classroom teaching experience
- Be citizens of and residents of Turkey;
- Obtain a minimum score of 44 on the Pearson Test of English (61 on the internet-based TOEFL or 500 on the paper-based TOEFL) or an equivalent English language examination. Scores must be from April 2011 or later;
- Demonstrate a commitment to continue teaching after completion of the program; and
- Have submitted a complete application including a medical form.
- *If selected*, you must submit a passport by May 14, 2012 that is valid until February 24, 2013 or later.
- Preference will be given to applicants from schools with limited resources and few opportunities for professional development.

Former participants of ILEP, TEA (including the TEA Program for Turkish Pre-Service Teachers), 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.

PROVISIONS OF THE FELLOWSHIP

- J-1 visa support;
- A pre-departure orientation held in Turkey;
- 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);
- A daily allowance for incidentals during the university academic program
- A book/professional development allowance;
- A baggage/shipping allowance;
- An End of Program conference at the host university; and
- The opportunity to apply for alumni small grants.

Application Deadline: March 30, 2012
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SELECTION PROCESS AND CRITERIA

TEA-Turkey Fellows will be selected through a merit-based open competition based on the criteria below. Top candidates will be interviewed by an interview panel and take the Pearson Test of English or submit results from an equivalent English exam (from April 2011 or later).

Selection Criteria (not in order of importance):

- Demonstrated commitment to teaching in the field of secondary education;
- Demonstrated leadership potential;
- Willingness to reflect on professional practice and benefit from professional development at an early career stage
- Academic and professional experience and achievements or demonstrated potential
- Potential for developing long-term linkages between U.S. and Turkish educational institutions and schools;
- Preparedness (including maturity, flexibility, and ability to function independently) for an **intensive** U.S.-based training program with very limited free time for personal travel or sightseeing;
- Willingness and capacity to work collaboratively with peers to foster a positive learning community for professional development;
- Ability to express ideas clearly and effectively; and
- English language skills adequate to manage coursework, develop lesson plans, and participate in a U.S. university (minimum score of 44 on the Pearson Test of English).
- Preference will be given to applicants from schools with limited resources and few opportunities for professional development.

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 in ink. 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 in Ankara electronically or in paper form in the following order:

1. Application,
2. Institutional Support and Reference Form completed by your supervisor,
3. A completed medical form signed by your physician,
4. A copy of the photo and information pages of your passport valid until February 24, 2013 (if you do not have a passport and are selected, you will have until May 14 to submit a valid passport; however, we strongly encourage you to submit a copy of your passport with your application if possible).

PROGRAM TIMELINE

APPLICATION DEADLINE	MARCH 30, 2012
SEMI-FINALISTS SELECTED FOR INTERVIEWS AND ENGLISH TESTING	APRIL, 2012
FINALISTS NOTIFIED OF SELECTION	MAY, 2012
PRE-DEPARTURE ORIENTATION IN ANKARA	JUNE, 2012
WELCOME PROGRAM IN WASHINGTON D.C.	JULY 10-13, 2012
TEA PROGRAM AT U.S. HOST UNIVERSITY	JULY 13-AUGUST 23, 2012
DEPARTURE FOR TURKEY	AUGUST 24, 2012

Application Deadline: March 30, 2012
Applications are free of charge and may be duplicated.

APPLICANT NAME: _____

*CITY/COUNTRY:*_____

Teaching Excellence and Achievement Program (TEA) for Turkey

Turkish Teachers' Application

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

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

Section I.

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

2. Country of Citizenship: _____

3. Country of Legal Residence: _____

4. Place of Birth: _____
as listed on passport: (city) (country)

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

6. Gender: ◯ Male ◯ Female

7. Number of Years Teaching: (not including pre-service/student teaching): _____

8. What classes do you teach? (check all that apply)

English:

☐ *English for native speakers* ☐ *English for non-native speakers* ☐ *English Literature* ☐ *English Grammar*

☐ *Other(s):* _____

9. Home Mailing Address:

Street/Building Number _____ Apartment Number_____
(if applicable)

City or Town_____ Postal Index/Code_____

Country _____ Region_____
(if applicable)

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

E-mail:_____

Application Deadline: MARCH 30, 2012 .
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APPLICANT NAME: _____

CITY/COUNTRY:_____

10. School Address:

Name of School:_____

Street/Building Number _____ Apartment Number_____
(if applicable)

City or Town_____ Postal Index/Code_____

Country _____ Region_____
(if applicable)

11. School Information:

(a) Is your school in an urban or rural area? ◯ Urban ◯ Rural

(b) Is your school public (government-run) or private? ◯ Public (government-run) ◯ 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:_____

Average class size:_____

In less than 200 words, please tell us about your school and the community it serves: Who are the students? What do they do when they leave school or complete their studies at your school? What kind of work do their parents do? Please briefly share any other important information about the school community here.

Application Deadline: MARCH 30, 2012 .
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APPLICANT NAME: _____

CITY/COUNTRY:_____

12. Has a teacher at your school participated in the 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 U.S. government sponsored program, *including online programs*?

Yes No

If yes, please specify which program:_____

Program Dates: _____

Name of sponsoring organization:_____

14. Are you currently applying or do you plan to apply to any professional development programs in other countries? Yes No

If yes, please specify which program:_____

Program Dates: _____

Name of sponsoring organization:_____

15 (a). Have you previously traveled on or 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 traveled to any other country on an exchange program?

Yes No

If yes, please specify which program:_____

Program Dates: _____

Name of sponsoring organization:_____

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APPLICANT NAME: _____

CITY/COUNTRY:_____

16. Have you traveled to the U.S. or outside of Turkey 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)

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 TEA program?

Colleague Program Alumnus Friend School Administrator

Publication:_____ Website:_____

Other:_____ University professor

Application Deadline: MARCH 30, 2012 .

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APPLICANT NAME: _____

CITY/COUNTRY:_____

19. Education: Please list your educational background.

Institution/School	# of years of study	Field of Study	Degree/Certificate (BA, BS, Masters, PhD, etc.)	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

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.

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APPLICANT NAME: _____

CITY/COUNTRY:_____

22. Work History: Please list below your work history for the past 3 years. **Please list your current position first.**

Current 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:_____

Previous 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:_____

Previous 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:_____

Previous 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:_____

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APPLICANT NAME: _____

CITY/COUNTRY:_____

23. Classroom Lesson: 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?

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APPLICANT NAME: _____

*CITY/COUNTRY:*_____

24. Weekly 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
	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

Please provide a sample of your weekly schedule. This should include all classes you currently teaching 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. A sample is provided below.

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

Additional space on next page if needed.

Application Deadline: MARCH 30, 2012 .
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APPLICANT NAME: _____

*CITY/COUNTRY:*_____

24, ctd. Weekly Schedule: (additional space if needed):

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

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APPLICANT NAME: _____

CITY/COUNTRY:_____

25. Statement of Purpose: Your Statement of Purpose is the most important part of your application. Your response will give the selection committee an opportunity to better understand you as a teacher and your desire to participate in the program. Statements must be clearly written in order to be considered.

In the space provided, please address the following:

- What was the greatest challenge you faced during your first one to three years as a classroom teacher. How did you overcome this challenge?
- What skills and experience do you hope to gain from participating in the TEA Program, and how will these benefit you and your community once you have completed the program?
- What goals do you have for the rest of your career?

Application Deadline: MARCH 30, 2012 .
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APPLICANT NAME: _____

CITY/COUNTRY:_____

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

Application Deadline: MARCH 30, 2012 .
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APPLICANT NAME: _____

CITY/COUNTRY:_____

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

Application Deadline: MARCH 30, 2012 .
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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. **Please sign <u>by hand</u> in ink on the line below.**

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 practicum 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 Teaching Excellence and Achievement Program (TEA).

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 (please sign by hand) 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:

☐ Hearing Impairment ☐ Speech Impairment ☐ Visual Impairment (Legally Blind)

☐ Orthopedic Impairment ☐ Learning Disability ☐ Other (specify):

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