Teacher Application
2020-2021 School Year

PERSONAL INFORMATION

Name: _____
First Middle Last

Permanent Address: _____

_____
City State Zip Country

Present Address(if different): _____

_____
City State Zip Country

Phone: (_____) _____ Email: _____

Country of Citizenship: _____

ELIGIBILITY INFORMATION

As a condition of employment with The Traveling School, Teachers shall undergo and complete, to the satisfaction of The Traveling School, a fingerprint-based search of the local, state, and national files to disclose any criminal record and a credit check. It is in the sole discretion of The Traveling School to determine whether the results of the Teacher's background check are satisfactory for employment at The Traveling School. Should The Traveling School determine the results of Teacher's background check are not acceptable, The Traveling School may not offer employment.

1. If hired, can you provide proof of eligibility to work in the USA? ☐No ☐ Yes
2. Have you ever been convicted of any law violation? ☐No ☐ Yes, give details. (A conviction will not necessarily disqualify applicant from employment.) _____

   _____
3. Are you at least 21 years old? ☐No ☐ Yes
4. Are you able to meet Teacher Essential Eligibility Criteria? ☐No ☐ Yes
5. Have you previously applied to The Traveling School? ☐No ☐ Yes, when did you apply?_____

   _____

EDUCATION & TRAINING

6. Highest Degree Earned: _____

7. Are you currently pursuing an additional/advanced degree? ☐No ☐ Yes, describe:_____

_____

8. Describe your classroom teaching experience. What subjects did you teach? With what age groups did you work? What was the length of employment? _____

_____

_____

_____

_____

9. Do you hold a valid teaching license or certificate? ☐No ☐ Yes; provide details. _____

_____

10. Additional academic training or certifications: _____

_____

_____

_____

EMPLOYMENT

11. Have you worked under any other name? ☐No ☐ Yes, provide name(s) _____

_____

12. Have you ever been fired from a job or asked to resign? ☐No ☐ Yes; explain _____

_____

OUTDOOR SKILLS ASSESSMENT

The purpose of this section is to determine your level of competency and experience in the following outdoor pursuits. The Traveling School does not expect instructors to have experience or expertise in all categories. . Rate your competency level based on your proficiency in each activity.

13. Indicate your level of expertise for each activity - no experience, beginner, intermediate, expert or instructor.

	No Experience	Beginner	Intermediate	Expert	Instructor
Hiking					
Backpacking					
Camping					
Rock climbing					
Mountaineering					
Lake/Pool Swimming					
Ocean Swimming					
Whitewater: Kayak, Canoe, Raft					

14. Additional training or certifications (WFR, EMT, Leave No Trace, Swiftwater Rescue, etc): _____

15. If needed, expand on answers above about your outdoor skills._____

TRAVEL AND CULTURAL ASSESSMENT

The purpose of this section is to determine your level of cultural competency and travel experience, in particular in Traveling School course areas. We do not expect faculty to have experience or expertise in every country where we travel.

16. List the countries in sub-Saharan Africa and Latin America where you have traveled. Include corresponding dates, length of travel and your role during the trip. (personal, student/participant, instructor and organization)

Year	Length of Travel	Country	Role	Organization

17. List other countries where you have traveled in the last 3 years. Include corresponding dates and length of travel as well as your role during the trip (personal travel, student/participant, instructor and organization).

Year	Length of Travel	Country	Role	Organization

18. Indicate your level of expertise for each activity - no experience, personal, participant, or instructor. Include notes as needed (length of time, location, goal of project, language, etc).

	No Experience	Personal	Participant	Instructor	Notes
Service Project					
Homestay					
Language Immersion					

19. Describe your job experience in international settings. List countries and describe circumstances regarding any overseas teaching experience._____

_____

_____

LANGUAGE ASSESSMENT

The purpose of this section is to determine your level of Spanish competency. The Traveling School does not expect all instructors to be fluent in Spanish. Our interest is to ensure we have a balanced combination of Spanish language skills on our spring semester. Rate your competency level based on your proficiency in each activity.

20. Spanish Skills Assessment - Indicate your level of expertise for each activity - no experience, beginner, intermediate, expert or instructor.

	No Experience	Beginner	Intermediate	Expert	Instructor
Conversational ability with native Spanish speaker					
Set up activities, transportation & accommodations in writing					
Set up activities, transportation & accommodations in person/on phone					
Translate speakers, guides, etc. for group					
Communicate medical needs at clinics, doctor's offices or hospitals					
Teaching Spanish (describe level: Beginning, Intermediate, Advanced, etc).					

21. List any other language skills below. Include details which describe your level of fluency and experience.

_____

_____

_____

PROFESSIONAL REFERENCES

Please provide three to five professional references. We prefer a mix of direct supervisors and co-workers who can speak to your work performance, professional demeanor and interpersonal skills. References should not be related to you.

Reference 1 Name: _____

Phone: (_____) _____ Email: _____

Relationship to applicant: _____

Reference 2 Name: _____

Phone: (_____) _____ Email: _____

Relationship to applicant: _____

Reference 3 Name: _____

Phone: (_____) _____ Email: _____

Relationship to applicant: _____

Reference 4 Name: _____

Phone: (_____) _____ Email: _____

Relationship to applicant: _____

Reference 5 Name: _____

Phone: (_____) _____ Email: _____

Relationship to applicant: _____

Applications will be considered complete upon receiving:

- Completed application
- One-page cover letter outlining your interest, desired semester and course load
- Resume
- Official higher learning transcripts
- A **3-minute (max)** video and upload to YouTube:

  What to highlight in your video:

  - *Who are you?*
  - *Why are you the best candidate for a semester with The Traveling School?*
  - *What else should know about you?*

  Title 3-minute video with first and last name, set the privacy setting to unlisted and share the link to info@travelingschool.com. The goal of the video is to develop a multidimensional,

personal view of the applicant. It is not intended to assess the candidate's technological abilities.

Applications and supplemental materials should be mailed or emailed to:

The Traveling School
Attn: Office Manager
PO Box 7058
Bozeman, MT 59771

admin@travelingschool.com

Applications accepted through January 31, 2020 for the 2020-2021 academic year.

After initial review, The Traveling School may solicit further information from select candidates. Finalists will be asked to partake in a formal interview(s). Finalists may be invited to The Traveling School office. The Traveling School is committed to taking the time to carefully review candidates and will not fill the position until the ideal candidate is found. Correspondence via email is preferred.

I confirm that all statements and information provided within this application and its attachments, if any, are true and complete. I understand that omission or misrepresentation of material fact may result in refusal of or separation from employment.

Applicant Signature **Date**