

JOB HUNTER'S YEAR

Adapted from The International Educator
TIE -<http://tieonline.com>

September

Prepare resume. Gather written recommendations. Work on a basic letter application. Develop a statement of philosophy of education.

October

Send out applications to schools advertised in TIE. Contact placement agencies and universities to register for February/March recruitment fairs.

December/January

Apply to schools advertising vacancies. Follow up on contacts made. Research schools and countries in which you are interested.

February

Interviews!

March

Follow up on interviews. Be patient.

May

Be available for regional job fairs.

June

If you accepted a position, be sure to confirm in writing your understanding of contractual arrangements. Plan your departure.

July/August

Pack up, ship out! Enjoy your new life in the exciting world of international education.



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AASL Exploratorium
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International School Libraries and Librarians



*Are you
An adventurer?
A risk-taker?
Creative?
Curious?*

What and Where Are International Schools?

“International” schools, known by a variety of names, are located in capitals and major cities around the world as well as in remote locations. Schools are founded to educate children of diplomats, business persons, missionaries and charitable workers and range in size from a few teachers and a handful of students, to staffs of 250+ and a student body of 2800 or more.



Overseas schools may be “governed by a board or directors or the host country’s equivalent, a company, religious organization, or individual proprietor....Individual schools have identified themselves as falling within the following categories: co-educational, boarding, day, company-sponsored, church-related, proprietary, private non-profit.” (ISS, xi)

Independent International schools may be American, British, German, French and from other countries offering a curriculum and diplomas from the home country. The United States Department of Defense operates schools around the world for children of military and civilian personnel working on the base. (tieonline)

Among the advantages of teaching overseas, The International Educator (TIE) states, “Become a part of a team of innovative, creative educators enjoying the experience of the overseas teaching adventure. See the world—the pyramids of Egypt, the Great Wall of China, the rainforest of Venezuela!”

International School Libraries

The libraries in International schools are as varied as are the types and qualities of schools. Some schools may have one library to serve the whole school population of 1500, while others may have a library for each division or section of the school. Staffing may be an independent operation or it could be a staff of many. The librarian may have a degree in librarianship or she may be designated to provide library services. The library may be as modern and well-equipped as the best library at home, or it may be a basic few shelves and some books.

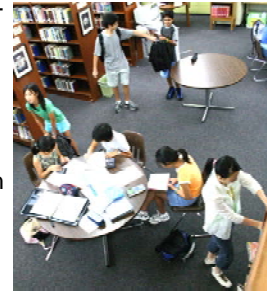
Most often the larger schools will have qualified librarians and up-to-date libraries. Frequently, host country personnel are employed to work along with the librarian.

Books, Periodicals, Databases and Automation

Most schools order books, videos/dvds, periodicals, and supplies from the States or home country. Items unique to the locale are often purchased locally. Today most schools are connected to the Internet and have access to all the subscription databases, e-books, and other resources. Libraries in these overseas schools are usually automated with a circulation/catalog program from a major company. We use many of the same companies that you are familiar with and orders are often consolidated and shipped by companies set up to purchase and ship, such as International Schools Services.

Getting Information About Working in an International School

International schools recruit teachers at job fairs that are sponsored by universities, companies, or organizations at various places around the world. The majority of job fairs are held in Jan. and Feb. Candidates register with one or more of these agencies, filling out an application, submitting transcripts, recommendations, and other required documents. For more information you can go to the following websites:



The International Educator (TIE) produces a newspaper and maintains a website that provides a list of recruiting agencies, dates of recruiting fairs, advice on teaching overseas and a listing of positions available. <http://tieonline.com>

International School Services (ISS) also has a newspaper, *Newslinks*, and a website. ISS is one of the oldest organizations to host a recruiting fair. <http://www.iss.edu>

Search Associates hosts recruiting fairs in nine locations around the world. <http://www.search-associates.com>

University of Northern Iowa (UNI) hosts a recruiting fair in February that is attended by heads of schools and candidates from around the world. <http://www.uni.edu/placement/overseas/>

CIS-Council of International Schools has fairs in London and Maryland. <http://www.cois.org/>

Shambles in S.E. Asia is a directory of school library related links for librarians in S.E. Asia. <http://www.shambles.net/librarian/>