

*Teachers for Vietnam*

**Application**

*Building Bridges through Education*

**Teachers for Vietnam**  
P.O. Box 362  
**Salisbury, CT 06068**  
(860)480-5041  
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[www.teachersforvietnam.org](http://www.teachersforvietnam.org)

## **What is the mission of *Teachers for Vietnam*?**

*Teachers for Vietnam* is a not-for-profit, tax-exempt organization, created in 2006 for the purpose of recruiting and sending teachers of English as a Second Language (ESL) to universities and colleges in Vietnam. We seek to meet a growing need for English-language proficiency among Vietnamese students as their country continues its rapid economic development and integration into the global economy.

*Teachers for Vietnam* establishes contacts with institutions of higher learning in Vietnam, determines their particular needs for ESL instruction, and matches applicants with teaching positions appropriate to their backgrounds, interests, and (where possible) personal preferences.

For the current academic year, we intend to place teachers at universities in the Mekong Delta and in the Central Highlands. We also hope to place teachers at the College of Foreign Languages in Hue.

Applicants accepted into our program are expected to teach for a minimum of one academic year (September-June), with the possibility of renewing their contract for a second year.

Teachers selected for our ESL program are paid a modest salary by the hosting institution and receive free housing.

## **Application Requirements**

*Teachers for Vietnam* welcomes a wide range of applicants, of all ages. Any person who meets the following eligibility requirements is encouraged to apply:

- a bachelor's degree;
- experience in TESL (Teaching English as a Second Language) or a TESL certificate course sponsored by *Teachers for Vietnam* prior to departing for Vietnam;
- native fluency in written and spoken English.

Applicants will have to travel to the New York area for a personal interview in the spring. In addition, candidates who are offered teaching positions are required to attend a weekend orientation program held in the spring.

Under the terms of their employment, teachers enjoy a modest, but adequate standard of living. In addition to their classroom responsibilities, teachers in this program have opportunities to get to know their students outside of class, visit them in their homes, and travel to other parts of Vietnam.

[Please note that knowledge of Vietnamese is not required for these teaching positions.]

## **Costs of the Program**

- 1) \$50 non-refundable application fee
- 2) Transportation and overnight accommodations for trips to New York City area for interview and/or summer orientation.”
- 3) Vaccination and all pre-departure health-related expenditures (approximately \$150)
- 4) Vietnam visa application fees (approximately \$120)
- 5) Half the cost of TESL certificate course, if required of applicant (approximately \$500).

*Teachers for Vietnam* strives to make its teaching positions available to a diverse group of applicants. When possible, *Teachers for Vietnam* will offer loans to any person accepted into this program who cannot pay for the costs outlined above.

## **General Information about Recruitment and Placement**

In addition to the salary and free housing provided by the host institution, *Teachers for Vietnam* offers teachers:

- an orientation program with information on travel, health, and visas, as well as cultural and current affairs;
- group medical insurance for all teachers in need of such coverage, which includes emergency medical evacuation;
- travel grants for transportation to and from Vietnam, as well as within the country and region during semester vacation. Airfare is to be arranged by the teacher.

Applicants may specify their preference for a particular location in Vietnam. *Teachers for Vietnam* cannot guarantee it will be able to honor such requests.

For information on contemporary Vietnam, applicants should consult such materials as:

*Vietnam Today: A Guide to a Nation at the Crossroads*, by Mark A. Ashwill

*Postwar Vietnam*, by Hy V. Luong

*Understanding Vietnam*, by Neil L. Jamieson

*Culture and Customs of Vietnam*, by Mark W. McLeod and Nguyen Thi Dieu

*Vietnam: A Global Studies Handbook and Catfish and Mandala* by Andrew X. Pham

*Vietnam: Rising Dragon* by Bill Hayton

While it may be possible for two selected applicants to be offered positions at the same college or university, this cannot be guaranteed.

## **Calendar**

### **Beginning of April**

Deadline for submission of application materials.

### **Early May**

If selected, notification of interview date, time, and place.

### **End of May**

Notification of first-round selection results. At this time, selected teachers must make a commitment to accept the position and to follow through on related commitments if accepted by the host institution. If first-choice applicants cannot make this commitment, alternates are contacted.

### **June**

Finalization of placements in Vietnam.

### **Late August/ Early September**

Departure of teachers for Vietnam. Teachers should arrive at their host institutions at least two weeks in advance of the start of classes.

### **Checklist:**

\_\_\_\_\_ \$50 application fee. Please make checks payable to **Teachers for Vietnam**

\_\_\_\_\_ Completed application form

- \_\_\_\_\_ Two completed essays (See below.)
- \_\_\_\_\_ Two copies of your resume, including your current and permanent addresses and telephone numbers. Include any previous teaching/travel abroad/cross-cultural experiences.
- \_\_\_\_\_ Copies of all college transcripts
- \_\_\_\_\_ Two letters of reference, including contact e-mail addresses and phone numbers;  
One employer reference is preferred. Please ask your referees to comment on the personal qualities that will make you a good teacher in a foreign country.
- \_\_\_\_\_ Scanned copy of currently valid passport information page (listing date of issue, passport number)
- \_\_\_\_\_ One passport-size (2"x2") photo with name printed on the back.
- \_\_\_\_\_ Original copy of college diploma, police background report, and medical exam results may be required by some universities.

### **Essay # 1: Why Vietnam?**

In specific terms, tell us why you want to teach and live in Vietnam. What do you expect to gain from this experience? What are likely to be the major challenges and rewards of teaching English at a Vietnamese college or university?

*[This essay should be no more than 750 words.]*

### **Essay # 2: Adjusting to a Different Culture**

Living in Vietnam is, in many ways, very different from what you may have experienced in the United States. You will be away from family and friends, and without many of the comforts and conveniences one takes for granted in the U.S. To a large degree, you will need to be independent and pro-active in fulfilling your teaching responsibilities, as well as in utilizing your free time wisely and productively.

Describe an experience that required you to make this kind of adjustment to new conditions and how you dealt with the displacement, unfamiliarity, and demands associated with this previous situation.

*[This essay should be no more than 500 words.]*

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***Please send your completed application to:***

**Teachers for Vietnam, PO Box 362, Salisbury, CT 06068**

TEACHERS FOR VIETNAM – APPLICATION FORM

Please TYPE or PRINT NEATLY

Last Name \_\_\_\_\_ First Name \_\_\_\_\_  
Middle Initial \_\_\_\_\_ Nickname/Preferred Name \_\_\_\_\_

**Current Address**

Street \_\_\_\_\_ Apt. # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Home Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_  
Work Phone # \_\_\_\_\_ E-mail \_\_\_\_\_  
Last date in the spring when you can be reached at the above address \_\_\_\_\_

**Permanent Address**

Street \_\_\_\_\_ Apt. # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
Home Phone # \_\_\_\_\_

**Emergency Contact**

Name \_\_\_\_\_  
E-mail \_\_\_\_\_ Phone \_\_\_\_\_

Which address should we use until early spring? \_\_\_\_\_

**Background**

Undergraduate Institution \_\_\_\_\_ Year graduated \_\_\_\_\_  
Major \_\_\_\_\_  
Graduate degree/course work \_\_\_\_\_  
Previous teaching  
experience \_\_\_\_\_  
\_\_\_\_\_

Travel or study abroad  
experience \_\_\_\_\_  
\_\_\_\_\_

How did you find out about *Teachers for Vietnam*? \_\_\_\_\_

Preferred teaching locales 1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

**Passport Information**

Passport # \_\_\_\_\_ Expiration Date \_\_\_\_\_ Place of Issue \_\_\_\_\_  
Date of birth (mm/dd/yy) \_\_\_\_\_ Social Security # \_\_\_\_\_