

JOB SEARCH GUIDANCE MANUAL

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How to Use the Job Search Guidance Manual

Welcome to International TEFL Academy's Job Search Guidance Manual. This manual is the most comprehensive resource available for your job search.

The first section of the Job Search Guidance Manual is the Table of Contents. Please thoroughly review the table of contents to familiarize yourself with the different topics covered in the manual. The table of contents is linked to each section and can be used to easily navigate this manual.

Here are a few important topics covered in this manual:

1. [Language Schools Worldwide](#)

International TEFL Academy has compiled a database of language schools around the world, summer camps, short-term programs, and more. You can also find information in this section on different schools our [alumni](#) have worked for and schools or programs that wish to hire International TEFL Academy Alumni.

2. [Resume and Cover Letter](#)

This section covers how to prepare your international resume and cover letter. It includes a sample resume and cover letter which you should use as a guide when updating or creating your own. The formats outlined in this manual are used by the majority of International TEFL Academy's graduates and have proven successful in their job searches all over the world.

3. [Contacting Prospective Employers](#)

This section covers job search questions related specifically to applying and interviewing for potential teaching positions. Prepare for your interviews with our list of interview questions and check out our top ten questions to ask during an interview.

4. [Country by Country Job Profiles](#)

This section includes all of the information, resources and steps for finding a job in the country you want to teach in. Reading these country profiles will prove extremely valuable in your job search. You will find information on the hiring processes, job markets, step-by-step guides to finding a job, and links to outside resources to help you with your search. Make sure that you thoroughly review the profile of the country that you are interested in as you begin your job search.

We are constantly adding new information and updating our job search materials to make sure that our students have the best information possible. Make sure to save this [link](#) in your browser so you always have access to the most up-to-date job search guidance resources.

Watch [this](#) video for a quick tutorial on navigating the Job Search Guidance Manual.

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Letter to Student: Succeeding in Your Job Search

Dear Student,

Welcome to your Job Search Guidance Manual. This manual is designed as a centralized resource for your job search, and to help guide you through the various facets of finding a job abroad. This manual, combined with ITA's personalized job search guidance will help you navigate the process of finding a job teaching English abroad.

In this manual, you will find answers to many of the common questions that occur during your job search. For example, the first question that many of our students ask is **'Where can I teach?'**

The answer to this, based on continued research, our experiences, and the experiences of our alumni, is that there is opportunity to teach English across Europe, Latin America, the Middle East, North Africa, and Asia. While the specific requirements for each region, country, or even school can vary, positions abound for qualified native English Speakers, as well as for speakers of other languages who have strong fluency in English and a TEFL certification.

As you begin to choose the location that is right for you, utilize our [worksheet](#) on getting started with your job search to help you navigate this question. Make sure to review the requirements for the countries that you are interested in to ensure that you have the qualifications that schools in the region generally look for. For example, generally many schools in Latin America are open to hiring teachers who are both native and non-native speakers, and of all ages; whereas some Asian countries have strict requirements in terms of age, level of education, and nationality. These requirements, along with other conditions, are important to consider as you prepare to teach abroad.

Once you've decided where you want to teach, the question for many students becomes **'When can I begin my job search abroad?'**

You can begin preparing for your job search at any point before, during, and after your course. This means you can start researching and preparing your application materials right away, or in ten years if that is when you plan to be abroad. With ITA's lifetime job search guidance, we will be here to assist with our expertise and resources whenever you decide to make that move.

Once you've decided which country you want to teach in, you will be ready to embark on your job search. While we will be here to assist you and answer any questions you may have about the job search, it is also important for you to ask yourself **'What are my responsibilities with the job search?'**

Your responsibilities include, but are not limited to, the following:

- Know the best hiring period for the country/countries that you are interested in. There may be jobs available year round, but in order to ensure that you have the highest rate of success, we do recommend that you go during the peak hiring seasons for the country you plan to teach in.
- Know the hiring process. This includes the requirements for positions in your desired country, the application process, as well as the interview and hiring processes.

- Have all necessary application materials prepared, including professional photos, your international resume, and any other necessary materials.
- Know the visa process for your intended country. Research this information on the consulate websites, and be prepared to provide all necessary documentation to schools and recruiters as required by the job process, i.e. passports, criminal background check, transcripts, etc.
- Proactively search for your job utilizing our resources, as well as through job boards, and by contacting schools and recruiters independently.
- Know that International TEFL Academy is not a placement agency, and that the responsibility to find a job abroad is ultimately yours.

In addition to country specific information and resources to prepare you for your job search, this manual also includes information and resources to help you make your move to living abroad. Make sure to review our moving abroad section for information on your potential start-up costs, finding housing, international insurance, and any other general information we've found that may be useful for you.

Finally, since we are constantly updating and adding to this manual, make sure to save the [link](#) in your browser in order to ensure that you always have access to the most up-to-date version of your manual.

Once you are ready to contact Student Affairs regarding your job search please fill out the following contact form to schedule an appointment or to have your questions answered via email:

<http://internationalteflacademy.wufoo.com/forms/job-search-guidance/>.

Best of luck with your job search, and we look forward to working with you!

Sincerely,

[The Student Affairs Team](#)

International TEFL Academy Alumni Association

International TEFL Academy's Alumni Association is committed to **REACH**, **SERVE**, and **ENGAGE** all ITA students and alumni through outreach and promotion of your experiences abroad. Building a traveling and teaching community for you is at the heart of our mission.

All current or graduate ITA students are able to participate!



Alicia C.; Doha, Qatar

REACH

Connect with ITA and fellow alumni using social media to meet others just like you around the world teaching abroad.

- **Social Networks:** [ITA Facebook](#), [ITA Alumni Facebook](#), [Twitter](#), [Pinterest](#), [Google+](#), [LinkedIn](#), [YouTube](#), [ITA Instagram](#)
- **E-mail Newsletter:** Monthly newsletter including updates, alumni spotlights, job information, and other resources for teaching and living abroad.
- **Alumni Association Website:** [ITA Alumni's Webpage](#) contains a plethora of information and is constantly being updated.

SERVE

- PROMOTE your blogs, articles, pictures, and videos (Check out ITA's [Alumni Blog and Article Index](#))
- PROVIDE current job updates, hiring tips, recruiters, governmental programs, visas
- CONNECT current students and alumni together from around the world



Tommy J.; South Korea

ENGAGE & GET INVOLVED!



Sarah M.; Salvador, Brazil

- Join [ITA's Alumni Facebook Page](#) and [Country-Specific Facebook Pages](#)
- Participate in Alumni Contests
- Write an article for us (alumni@InternationalTEFLAcademy.com)
- Fill out our [Alumni Questionnaire](#) if you have taught abroad
- Read ITA Alumni Association Emails
- Send us your travel and teaching blogs, stories, photos, videos, etc.

ITA's Index of Language Schools, Teaching Programs, Summer Camps, and Recruiters

The following resources have been compiled by International TEFL Academy to assist our students and alumni in their job search. Please note that these are not the only resources one can or should use while searching for an English teaching job abroad.

- **Associated Schools and Programs** – For specific schools and programs that our ITA Alumni have previously worked for and/or ITA has been in contact with directly, please refer to [ITA's Associated Schools and Programs](#). These schools and programs have either hired or have expressed interest in hiring certain ITA graduates.
- **Government and Public School Program Finder** - For Government and/or public school programs, please refer to [ITA's Government and Public School Program Finder](#).
- **Language School Finders** - Using International TEFL Academy's listing of [language schools](#) is one way to contact and apply for teaching positions around the globe. We do not recommend that you rely solely on this listing to find a job. When applying for jobs it is important to apply in different ways such as through ESL/EFL job boards, contacting recruiters, and searching for country-specific websites and classifieds.

If you are planning on applying for jobs in person, as is the practice in many countries around the globe, it is important to contact the schools before you show up as schools don't always update us with their most current contact information.

- **Recruiters** - For a list of recruiters to help you find positions overseas, please refer to [ITA's Preferred Recruiters](#) list.
- **Summer Camps and Short-Term Programs** - For summer camp and short-term program options, please refer to [ITA's Summer Camp and Short-Term Programs Finder](#). These summer camps and programs have either hired or have expressed interest in hiring certain ITA graduates.

SALARY: HOW MUCH WILL I BE PAID?

Your income as an English teacher will depend on your position, qualifications and the country where you teach. Wages are typically, though not always, paid in local currency, and you should remember that wages need to be considered based on the local cost of living. The rule of thumb is English teachers working full-time make a comfortable wage to pay all their bills. Most of Europe and Latin America you break even. In South East Asia and wealthier Arab nations, you can save money. It's not how much you get paid, it is do I break even and/or do I make extra money. Exchange rates and costs of living are often a bit confusing for a first time English teacher abroad. Please refer to our country chart that helps compare countries.

- In Europe and Latin America, teachers are typically paid on an hourly basis, and are only paid for hours spent in the classroom.
- In Asia and the Middle East, some positions are paid on an hourly basis, but many others offer set monthly salaries, and even paid vacation.

Europe and Latin America - Foreign English teachers in these regions typically earn a wage that allows them to live comfortably in an apartment, purchase groceries, dine out, commute by public transportation and have some extra money to travel and pursue other interests. In both regions, private lessons are in high demand and provide excellent opportunities for teachers to earn additional income.

East Asia - English teachers typically save between 30%-50% of their salary, with monthly savings ranging from \$ 200-\$ 300 a month in a country like Thailand to \$ 1,000 or more a month in Korea after expenses.

Middle East – TEFL/TESOL graduates with extra experience and qualifications (typically a Master's degree and some professional background in education) will enjoy some of the highest salaries in the field as pay can range from \$ 2,500 - \$ 6,000 a month, plus free housing and flights to and from the teacher's home country. In less developed countries like Egypt, Jordan, Morocco and Turkey, foreign English teachers typically earn enough to support themselves comfortably, but should not expect to save much.

Extra Benefits:

Schools in some countries – typically in developed Asian nations like Japan, South Korea and Taiwan, as well as wealthy Gulf Arab states -- provide national health insurance and paid vacation time. In other countries employers provide free accommodation and utilities to help teachers with living expenses. Another perk could include the reimbursement of airfare. Offers vary from one destination/country to another.

Moving and Living Abroad

For a comprehensive list of International TEFL Academy's partners and travel resources such as airfare, accommodations, insurance, travel guides, transportation, taxes, documents for traveling overseas, and more, check out our [Teach English Abroad Travel Resources](#) page on our website.

Housing – Where Will I Live?

For most jobs in most countries, teachers are not provided with free or pre-arranged housing, however in many cases the school that hires you will provide assistance with finding accommodations, including providing references and referrals to local landlords that have previous experience renting to foreign teachers. Also, many teachers share accommodations with other teachers, so ask around when you arrive as to whether any of your colleagues or associates may need a roommate.

Tip: When you go abroad, you typically want to stay in a hostel (or inexpensive place) to find your job and then ask for help to look at apartments. This way you can live near your work, other English teachers, meet roommates and pick out a place that is right for you. Moving abroad is similar to moving away to college, it will all work out; just ask for advice from your school it will all work out fine. There are 100,000 new teachers going abroad each year and they all find a good place to live.

In some countries, namely **South Korea, China, and Gulf Arab countries like Saudi Arabia, Qatar, UAE (including Dubai), Bahrain, Kuwait and Oman**, furnished housing is provided to teachers rent-free.

Apartments

[Roomi](#) is a shared housing platform making it safer and easier for ITA students to search for room rentals, sublets, and roommates. Use the “**TEFL25**” for \$25 off your booking fee!

Homestays

Homestay.com is an online booking platform for travel accommodation. Homestays allow guests to book a room in a local person's home on a nightly, weekly or monthly basis for a fee. In all of our homestays there is a host present during the stay, enhancing the guest's travel experience through their hospitality and local knowledge.



Homestay
.com

For more information or to book your homestay, please follow the link below:

http://affiliate.homestay.com?utm_medium=affiliate&utm_source=international-tefl-academy-usa

Additional Housing Options

Easy Roommate - <http://www.easyroommate.com/> - One way to search for roommates around the world.

Medical and Travel Insurance

In some countries, namely **South Korea, Taiwan, Japan and Gulf Arab countries like Saudi Arabia, Qatar, UAE (including Dubai), Bahrain, Kuwait and Oman**, health insurance is provided to teachers as part of their compensation package. Also, EU citizens teaching in EU countries, and teachers teaching in their own country, are very often provided with coverage as well. If you are on a work permit in Europe you typically are going on that nation's health care. With all of these countries there typically is a co-pay, perhaps \$50 – 60 USD per month. ***However, it is always up to you to find out from your employer whether health insurance is provided.***

In most other instances in most other regions and countries, health insurance is not provided to foreign English teachers. In these cases, it is your responsibility to provide yourself with coverage. Quality, affordable international is recommended in such cases. Some popular providers include HTH Worldwide, Global Health, and Atlas Travel Insurance. Visit their websites and research your options. You are looking for long term insurance, 6 – 12 months, not the daily insurance one takes out for a week vacation.

We also recommend consulting your current provider to inquire as to whether you may already have coverage overseas, and/or whether they offer international insurance. If you are covered on a family policy held by your parent or guardian, check with the insurance carrier to make sure that your coverage will continue while you are on the program and/or out of the country. If you are paying for US domestic carrier it probably will be 3-5 more expensive than a company specializing in international long term care.

Health insurance overseas typically ranges from \$50-\$100 USD per month for those under 50 years old. It is also advised to look into it even if you get it from your employer as that policy may not cover you when you travel out of the country on vacation.

Flights, Insurance Coverage, and more -

World Nomads: Our travel insurance covers people from over 150 countries, with medical and evacuation cover, 24-hour emergency assistance and cover for a large range of adventure activities. Our experienced team bring service, underwriting expertise and technology, making us the number one choice for many of the world's leading travel brands such as Lonely Planet and National Geographic Adventure.

But keeping our travelers safe on the road is more than just about providing great travel insurance.

We've created language guides for your iPhones, travel blogs so you can share your stories and travel insights to keep you informed, educated and safe when traveling.

Get a quote for your travel insurance [here!](#)

Start-Up Money

Have Enough Cash on Hand to Cover Your Initial Expenses:

When planning for your journey abroad, bear in mind that even if you already have a job in place, you will probably not be paid until at least 4 weeks after you begin teaching and you will need money for first month's rent, deposit, food, and transportation costs, plus some extra money in case of an emergency. Please consult our [Country Chart](#) for guidelines for individual countries, and do not hesitate to contact Student Affairs for further advice.

Passports

Passport

You must have a passport valid for at least six months after your entry into a new country, and in some cases you may not be allowed entry into your destination country, or issued an entry visa, without holding a passport that will be valid for an additional six months. **We recommend that you travel on a passport with at least two years of validity remaining.** If you have any questions, you should contact the local consulate for the country you intend to travel to. It is far easier to renew your passport now while in your home country than doing so abroad.

In the United States, processing a passport can take six weeks to three months now that the U.S. has passed new international travel laws. It is possible to have your passport rushed; however this can entail additional costs of up to \$100 or more. For more information about how to obtain a new US passport, please visit http://travel.state.gov/passport/passport_1738.html.

- **U.S. passports** can be obtained by mail or in-person, typically at major U.S. Post Office locations (check www.usps.com for locations.) If you are overseas (not in your home country), new passports can be obtained at the nearest U.S. Embassy or Consulate.
- **Canadians** can check the following website for step-by-step instructions on obtaining a passport in their home country or abroad - <http://www.ppt.gc.ca/cdn/index.aspx?lang=eng>.
- **Australians** can visit the following website to learn how to apply for or renew a passport - <https://www.passports.gov.au/web/forms/entrypoint.aspx>.
- **New Zealanders** can visit the following website to learn how to apply for or renew a passport - <http://www.passports.govt.nz/>.
- **Other Nationalities** – You can learn how to apply for a passport by doing a quick web search on your country. Try “(Your Country) passport.” For example, if you live in Italy and need to apply for a passport, type in “Italy Passport” into your web search.

Flights

Student Universe

StudentUniverse: Online since 2000, StudentUniverse is a travel company that provides exclusive discounts, rewards, and experiences for students, faculty and youth (18-25).

StudentUniverse negotiates exclusive airfares with over 60 airline partners globally, and features discounted rates on hotels and tours all over the world.



Please contact StudentUniverse directly for more details regarding eligibility and requirements for their travel deals. Follow this link to get great deals on your flights as an International TEFL Academy graduate: <http://www.studentuniverse.com/?partner=itefla>.

Other Airlines and Discounted Airfare Sites

Below are a few other websites you can look into to find discounted airfare. We also recommend contacting local travel agencies and airlines directly for any other specials that may be available.

- **Kayak** – Compares hundreds of sites at once - <http://www.kayak.com/>
- **Airfare WatchDog** - <http://www.airfarewatchdog.com/>
- **Vayama** - <https://www.vayama.com/>
- **Orbitz** - <http://www.orbitz.com/>

Documents for Your Job Search

Basic Documents for your Job Search

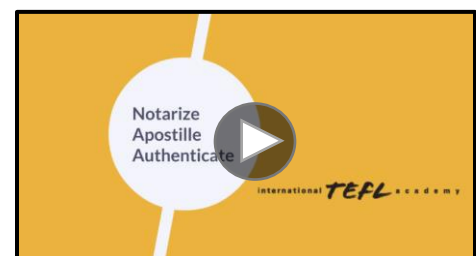
- TEFL/TESOL Certificate
- Reference Letter
- Cover Letter
- International Resume
- Photos

Some potential employers, particularly in Asia and the Middle East, will also need additional documents, including some or all of the following:

- College Transcript and/or College Diploma
- References
- Medical Forms
- Criminal Background Check – U.S. Citizens can order their FBI Background checks here - <https://www.fbi.gov/services/cjis/identity-history-summary-checks>
- Apostille (international notarizations) (see information in this manual)

Preparing Your Documents

- Most correspondence with prospective employers, recruiters and other parties that may play a role in your job search will be via email and other digital channels, so it is vital that you digitize all of your documents, including scanning your TEFL Certificate.
- Given that computers can be lost and/or stolen and that drives can be ruined by viruses and files can be corrupted, you should make back-up copies on separate a separate hard drive, external drive, and/or a disk
- Prepare back-up hard copies all of your paper documents as well.
- Save your resume and cover letter as Word files ending in .doc
- Save any scanned materials as .jpg or .jpeg files.
- Name all files clearly in such a manner that includes your name and type of document, for example: Smith, Mary Resume.doc.
- Certain documents may need to be notarized, apostilled, or authenticated. Please review the following video for a simple guide:



Packing List and Book Suggestions

So you have completed your TEFL certification course, turned in your Practicum documents, decided on the country that you are going to teach English in, and now it is finally time to pack and prepare for your adventure! This comprehensive [Packing List](#) contains various preparation tips for you to consider before you depart including Country Research, General Travel Items, Travel Documents, Teaching English and Finding a Job, Clothing, Technology and Communication, Health, Money, and Additional Alumni Resources.

In addition to those daily living supplies, the packing list for any teacher is not complete without a few go-to resources to help you prepare for your classes and lean on for those challenging classes. There is a wealth of ESL teaching resources out there that our alumni have brought abroad with them to teach. A great place to start are with our text books which are filled with class suggestions, tips and tricks for working with students of different ages and levels; not to mention the incredibly thorough and TEFL focused Grammar Book. You can take a look and order any or all of our text books [here](#) (all are available as hard copies or the travel friendly pdf format).

Resume and Cover Letter

While putting together your international resume, always remember that you are marketing yourself as an English teacher who is prepared to move to a new country, adapt, and serve the needs of your students and the school that hires you. You should highlight any and all teaching experience, training experience, and international experience you have. You must also be prepared to provide personal information that is not typically required in the United States or other countries, including your racial background, your age, and your marital status. You may also see the abbreviations listed for a CV. This is Curriculum Vitae (It is Latin for Course of Life).

When to Use a Curriculum Vitae (CV):

When should job seekers use a Curriculum Vitae, rather than a resume? In the United States, a Curriculum Vitae is used primarily when applying for academic, education, scientific, or research positions. It is also applicable when applying for fellowships or grants.

The Differences between a Resume and a CV

There are several differences between a curriculum vitae and a resume. A curriculum vitae is a longer (up to two or more pages), more detailed synopsis of your background and skills. A CV includes a summary of your educational and academic backgrounds as well as teaching and research experience, publications, presentations, awards, honors, affiliations and other details. As with a resume, you may need different versions of a CV for different types of positions.

Guidelines

- Highlight your educational, academic pursuits, as well as public service and examples of your ability to adapt and work with others. Note that your educational background may be given more attention than your actual work experience.
- If you are not a native English speaker, highlight and emphasize your fluency and any work or academic studies that you have accomplished in English.

- List your education, skills, certification, and course work in a clear and concise manner.
- Always include your country code with your telephone number.
- Use basic and simple formatting and avoid complex graphics or anything else that may not translate when viewed on an alternate (or more primitive) operating system. Italics and font changes should be avoided.
- Remember that not everybody who reads your resume is a native English speaker, or even a fluent English speaker, so avoid non-education related jargon and avoid abbreviations like “Mgr.” or “V.P.” Use “Manager” or “Vice President.”

Basic Format

I. Personal Information – List your name, contact information, citizenship/nationality, any work/residency visas that you may hold (particularly in the country where you seek employment), gender, age, and marital status. This is listed at the top left of your resume. It may seem unusual or intrusive to an American but this is standard around the world for international jobs.

II. Objective – Brief explanation of your qualifications, what position you are looking for and where, and any experience.

III. Education – include any and all programs, degrees, certifications, and other formal training programs that you attended in-person or online.

- Highlight your TEFL Certification, including the number of hours, hours of practicum. ***If you earned your certification through our online course, do not mention or highlight the fact that this course was an online class.*** The course is internationally accredited and meets or exceeds all international standards, but some employers still hold biases based on the fact that many other online courses are substandard.
- List your highest-level qualifications first.
- Be specific and detailed about the institution, major, campus location, date of completion of final degrees listed
- If you are applying for an ESL Teaching assignment and do not have an Education Degree, mention courses taken in related fields including English literature, journalism, public speaking and foreign languages.

IV. Career Experience – This should be broken into two sections: ‘Related Work Experience’ and ‘Additional Work Experience’

List your past employers, job titles, and dates of employment for each position you have held over the past 10 years.

- You may be right out of college and have little job experience. Highlight relevant activities to teaching, i.e. teaching or working at a summer camp, tutoring. Don’t forget to list your volunteer work in an ESL classroom for your practicum. Paid or free experience is still the same experience.
- Bear in mind that many foreign companies and institutions are very keen on job titles.
- Be very clear and concise in your descriptions.
- List your work experience starting with the most recent or relevant assignment.
- For each position, list your Job Title (using universal career titles), list the start and end dates, list the Company’s name and its location, and be sure to highlight any relevant accomplishments and accolades as well responsibilities.

V. Skills – summarize your skills in education, foreign languages, computers, animation, sales, and any other areas. **Example:** HTML, Adobe, Quark and Flash Programmer. Fluent in Spanish, working knowledge of German.

VI. Extracurricular Activities and Accomplishments – list the things you like to do in your spare time, particularly if they involve teaching, coaching, public service and mentoring others. Many potential employers want to make sure that when you come to a country you are outgoing, independent, and can find your own way. List any accolades or recognition you have received and other achievements, whether it be climbing a famous mountain, completing a marathon, or winning a writing contest.

Additional Resources to Think About:

References - While not always requested they are a good thing to think about having ready. Try to list at least three references that you know well. Provide their name, title, company/school name, telephone number (include country code) and email address.

Please Note: These should **not** be included on your resume. They should be listed on a separate document. However, you can

add a note to your resume stating 'References Available Upon Request.' Only give out your references if specifically asked for them.

Special Considerations for your Resume:

The resume and cover letter we recommend are general templates for applying to positions teaching English around the world. Here are some guidelines as well as exceptions to consider when putting together your resume.

Photo

- The photo on your resume should be in color, a headshot, and try to have a friendly smile (don't look stern or unapproachable). While the photo doesn't need to be taken professionally, you should look professional in the picture. Wear something in the picture you'd wear to a job interview.
 - **Special Considerations:** For Japan, you may want to consider a more conservative photograph than for other countries. The photo you use for a resume may look more like a photograph for your passport than in it would in other countries (think a smile that doesn't show your teeth). Consider wearing a dark suit with a tie for males and a button-up shirt and jacket for females. Hair should be neatly combed and out of the face.

Citizenship

- If you are a citizen of one of the big seven native English-speaking countries (USA, Canada, United Kingdom, New Zealand, South Africa, Australia, and Ireland) make sure to include your citizenship to the demographic information on your resume (DOB, Gender, Citizenship, Marital Status).
 - **Special Considerations:** If you're from a country other than the big seven listed above, consider leaving your citizenship off your resume. Make sure you're aware of the impact citizenship can play in your job search and reach out to Student Affairs with any questions.

Related Work Experience

- Once TEFL certified, every ITA graduate has experience that can be listed in the 'Related Work Experience' of the resume – the practicum. When listing your teaching experience, include information regarding group sizes, levels, duration/frequency of lessons, and age.
 - **Special Considerations:** If you're going to a country where it's likely you'll be teaching a specific group of English language learners (business professionals, children, etc.) use standard language that relates to that group of learners.

Foreign Language Proficiency

- If you speak the language of the country you're headed to, list your language level under the 'Skills Section'.
 - **Special Considerations:** If you speak additional languages, even if it is not the language of the country you're headed to, make sure to add that to your resume. Having learned a second language shows a willingness to learn new things and be able to transition to life in a new country. Also, having experience as a foreign language learner can give you a greater understanding when working with your students.

Web-Based Resumes

- If you want to take your resume to the next level, consider creating a web-based resume! This is a great option and helps avoid compatibility and download issues between you and an employer. A couple of websites to consider are:
 - [VisualCV](#)
 - [Weebly](#)

International Resume Template:

Check out our [template](#) if you need assistance creating your resume. We have created this template with each necessary field and category to help you with formatting, alignment, and so that you don't miss anything important! (Please note that this will download as a Word Document and not open as a link).

INTERNATIONAL RESUME SAMPLE (with no teaching experience)**Cheryl Lynch**

clynch@yahoo.com
 7676 W. Pulaski Blvd.
 Chicago, IL 60902
 Skype: Cheryl_lynch
 Phone: 001-312-312-3123

**Citizenship:** USA**DOB:** 12/30/1992**Gender:** Female**Marital Status:** Single**COVID-19 Vaccination Status:** Vaccinated**Objective**

TEFL certified, college graduate seeking a teaching position in Spain. Experience working with children and adults.

Education and Certification

International TEFL Academy**TEFL/TESOL Certificate****Chicago, Illinois****August 2015**

- 150 hours of coursework
- 20 hours of practicum

Colorado State University**Bachelor of Arts in Biology****Fort Collins, Colorado****June 2014**

- Study Abroad – Madrid, Spain 2013
- Dean's List Fall 2012

Related Work Experience

Colorado State University**ESL Tutor****Fort Collins, Colorado****July – August 2015**

- Tutored group of 4 students from Saudi Arabia aged 18 - 22
- Prepared readings, conversational topics, and lesson plans
- Met twice per week for hourly sessions
- Aided in pronunciation and reading comprehension

Additional Work Experience

Old Navy

Fort Collins, Colorado

Sales Associate

September 2013 – July 2015

- Aided customers with purchases on floor, in the dressing rooms, and at the cash register
- Maintained fully stocked shelves and racks throughout shift
- Remained knowledgeable on products offered
- Managed cash register

Snappy's Spanish Tapas

Fort Collins, Colorado

Hostess

August 2011 – June 2013

- Greeted guests and accompanied them to their dining table
- Set up dining room and made reservation arrangements
- Maintained clean and organized tables and work area
- Assisted serving staff when needed

Skills

Intermediate level Spanish

Proficient with Microsoft Office Program

Additional Experience and Activities

CPR and First Aid Certified

2014

INTERNATIONAL RESUME SAMPLE (with teaching experience)

Bob Brown bbrown@gmail.com
 555 W. Main St. Chicago, IL 60610
 Phone 001-312-312-3123



Citizenship: USA
DOB: 05/30/1982
Gender: Male
Marital Status: Single
COVID-19 Vaccination Status: Vaccinated

Objective

TEFL certified, college graduate seeking a teaching position in South Korea. Experience working with children and adults.

Education and Certification

International TEFL Academy	Chicago, Illinois
TEFL/TESOL Certificate	January 2010

- 150 hours of coursework
- 20 hours of practicum

Portland State University	Portland, Oregon
Bachelor of Arts in Psychology	May 2003

- Study Abroad – Shanghai, China 2002

Related Work Experience

Daley City College	Chicago, IL
ESL Teacher	2006 - Present

- Teach English to Spanish speaking students aged 18 - 65
- Prepare classes using provided materials and personal teaching materials
- Focus on improving students' grammar, listening, writing and speaking skills
- Create all course materials, including quizzes and reading samples

Languages Incorporated	Chicago, IL
ESL Teacher	2004-2006

- Taught English to Spanish speaking students aged 5-18
- Utilized the Direct Method teaching model to improve students' grammar, listening writing and speaking skills
- Created quizzes and exams that were used by all teachers throughout the organization
- Planned and taught between 3-8 classes daily

Additional Work Experience

Oregon AIDS Hotline Counselor

Portland, OR
2002-2004

- Provided HIV/AIDS education and counseling for the general public for the State of Oregon
- Answered queries regarding HIV transmission, risk reduction, HIV symptoms and Sexually Transmitted Diseases (STD)
- Referred clients to testing centers, physicians, and support groups
- Recorded and compiled confidential data received from client callers
- Attended on-going HIV training courses in preparation of answering client questions

Portland Sports Bar Food Server

Portland, OR
2000-2004

- Served customers in a high paced restaurant
- Acted as main bartender during scheduled bartending shifts
- Ensured customer satisfaction with dining experience

Skills

Working knowledge of French and German
Proficient with Microsoft Office Program

Additional Experience and Activities

Special Education Classroom Assistant	Spring 2006
Tutor/Mentor for disadvantaged youth	2003-2004 school year
Outdoor School Camp Counselor	August 2003
Campus Program Board, Major Event Chair	August 2002-May 2003

RESUME CHECKLIST

Before submitting your resume for review to the Student Affairs Department, or before applying to jobs overseas, make sure that you have gone through the entire Resume Checklist.

- ✓ **Length** – Your resume should not exceed 2 pages.
- ✓ **Font size** – The font size shouldn't be larger than 12 pts. or smaller than 10 pts. Headings can be a bit larger than the rest of your resume.
- ✓ **Font type** – Use only one font type throughout your entire resume. Do not use hard to read fonts.
- ✓ **Format** – Check for formatting errors such as line spacing, aligned margins, use of same bullet points, etc.
- ✓ **Abbreviations** – Don't use abbreviations that a non-native English speaker won't understand.
- ✓ **Wording** – Don't use big and fancy words on your resume that non-native English speakers won't understand.
- ✓ **Spelling** – Spell check your resume (not just by using spell check.)
- ✓ **Grammar** – Check for grammatical and punctuation errors.
- ✓ **Action words** – Make sure to use action words in your job descriptions.
- ✓ **Education and Work Order** – Each listing should be in reverse chronological order.
- ✓ **PDF** – Send your resume to potential employers as a PDF.
- ✓ **Save As** – Save your resume as last name, first name resume (Smith John Resume.)
- ✓ **Have a friend, classmate, member of Student Affairs or family member read your resume!**

Cover Letter

Your cover letter should highlight any educational and teaching-related experience that you may have to offer and should also express your desire and willingness to take on new challenges. You should also highlight any previous experience living and working abroad, as well as your desire to provide your students with a quality educational experience and your commitment to professionalism.

Your Cover Letter Should Include the Following:

- A brief explanation of your interest in education and teaching English
- How and why you are interested in working at that school and in that location/country
- Some evidence of your willingness and your ability to adapt and commit
- When you are able to begin work
- How long you would like to live and teach there
- Specific skills you may offer, including anything related to the following fields: business, medicine, legal work, military, technology, etc.,
- Any international experiences you have. It could be you've traveled to 5 countries, you have studied abroad, you may have volunteered with your church group for 2 weeks in another countries building a house.
- Limit to 1 page in length

Cover Letter Template:

Check out our [template](#) if you need assistance creating your cover letter. We have created this template with suggestions for each paragraph and information that you should include so that you don't miss anything important! (Please note that this will download as a Word Document and not open as a link).

Cover Letter Sample

January 1, 2018

Dear Sir or Madam, Hiring Director, To Whom it May Concern, Name (if you know it),

Paragraph 1 – Introduction

State the position you are applying for and why are you applying for it. Include:

- Your interest in education and teaching English
- Why you are interested in the specific school you are applying to
- Why you are interested in teaching in the country

Paragraph 2 – Body (this can be broken into 2-3 paragraphs if needed)

Describe why you are a good candidate for this position and this school. Include:

- Details on your education including any degrees and TEFL Certification
- An explanation of current or past teaching experiences. If you do not have any, it is highly recommended to talk about your practicum here. What skills did you gain? How has this prepared you to be a teacher in country x?
- Other specific skills that you may offer and may distinguish you from other candidates such as business, technological, medical, art, music, etc.
- Personality traits or other skills such as your ability to commit, adapt to new situations, take on challenges, communication skills, leadership, etc.
- Any international experience you have had

Paragraph 3 – Closing

End your cover letter with the following:

- When you will be in the country or are available to begin working or interview
- Let them know again how interested you are in the position
- Your resume is attached or available for them to view
- Thank them for their time and consideration
- Let them know that they can contact you at any time and you hope to hear from them

Sincerely,

Name

Email Address

Phone Number

**Contact Information can be placed at the bottom, top, or as a header in a cover letter.*

Cover Letter Checklist

Before submitting your cover letter for review to the Student Affairs Department, or before applying to jobs overseas, make sure that you have gone through the entire Cover Letter Checklist.

- ✓ **Length** – Your cover letter should not exceed 1 page.
- ✓ **Salutation** – If you know the name of the hiring director, use his or her name. If not, use a standard salutation such as “To whom it may concern.”
- ✓ **Font size** – The font size shouldn’t be larger than 12 pts. or smaller than 10 pts.
- ✓ **Font type** – Use only one font type throughout your entire cover letter. Do not use hard to read fonts.
- ✓ **Format** – Check for formatting errors such as line spacing, aligned margins, use of same bullet points, etc.
- ✓ **Abbreviations** – Don’t use abbreviations that a non-native English speaker won’t understand.
- ✓ **Wording** – Don’t use big and fancy words in your cover letter that non-native English speakers won’t understand.
- ✓ **Spelling** – Spell check your resume (not just by using spell check.)
- ✓ **Grammar** – Check for grammatical and punctuation errors.
- ✓ **Tone** – Set the right tone for your cover letter. How you express yourself is key.
- ✓ **PDF** – Send your cover letter to potential employers as a PDF.
- ✓ **Save As** – Save your cover as last name, first name cover letter (Smith John Resume.)
- ✓ **Read** – Read your cover letter out loud.
- ✓ **Have a friend, classmate, member of Student Affairs or family member read your cover letter!**

Photos

Many schools (particularly in Asia) will request photos, so you should have at least two – one head shot, one body shot – that you can provide digitally. Your appearance should be professional and conservative. If you have any facial piercings, remove them (if possible) and hide any tattoos (if possible).

Email and Phone Number

Email Accounts

- Set up at least two professional email accounts and include them on all correspondence in case one filters out or blocks important correspondence. Get a non-work or university account. JamesDavis@gmail.com is professional. JimmyboomboomDJRapper@gmail.com is not going to get you a job.
- Be sure to check your “junk” mail folders from time to time in case emails are being directed into those folders.

Reliable Mailing Address

It is important to have a reliable mailing address that is consistent for the duration of your job search abroad. If you plan to move during your job search gain permission from your parents, relatives, or friends to use one of their addresses.

Time Zones

When making calls and corresponding with recruiters and prospective employers, always bear in mind any differences between your location and that of the corresponding party. Always confirm in writing (email) the time zone for both of you so there is no mistake. This happens every day in interviewing and in the business world. There are also different dates of the year each country has Daylight savings time and reverts back. When in doubt, use google.

Voicemail Setup

Make sure your personal voicemail sounds professional and mature – no music, no movie quotes, no funny voices, no smart-alec comments, and no joking. If you have an alternate telephone number or pager that you want someone to call include it in the message. An example greeting could be:

“Hi, this is Mike Davis. I am not available at this time. Please feel free to leave a message at the sound of the beep. I can also be reached on my cell phone at (212) 555-5555. Thank you for calling.”

Contacting Prospective Employers

How do I contact schools and find jobs overseas?

- **Job Boards** – There are nearly 100 ESL online job boards listing tens of thousands of teaching opportunities around the world. Some job boards are general in nature and list jobs all over the world; others are country or region specific. In some cases, you may apply directly through the website, in others, contact information will be provided. As a student and graduate of International TEFL Academy, you will be provided with a comprehensive list of these websites. You also consider checking job listings in local English-language publications in the location where you wish to teach.
- **Contacting Schools Directly** – International TEFL Academy provides you with an international school directory with contact information for more than 8,000 educational institutions around the globe. In some cases, International TEFL Academy can also provide you with specific references and contacts for schools. Reaching out to specific schools makes good sense if you are looking to work in a very specific region or city. It’s often as simple as calling a school while in town and asking for an interview that day.
- **Placement Agencies & Recruiters** – In some countries and regions, like Asia and the Arab Gulf countries, a large percentage of teachers are hired through recruiters and placement agencies. International TEFL Academy can refer you to the most reputable agencies.
- **Networking and Word of Mouth** – Contacting other English teachers can be a great way to learn about schools and job opportunities, particularly if you are on the ground in the city or region where you want to teach.
- **Web search of English Language schools** – Language schools often have a website for the clients looking for language classes. Some of these are translated into English; some have an icon of a British Flag which links to an English version. Google now has a feature to translate foreign text to English. If you can’t find it in English, look for the “Contact us” button, often on the right side of the site. Some schools have listings for their English teachers but many do not. Find the email or phone number and contact the school and ask for the hiring director.
- **Yellow Pages** - As simple as it seems, most European and some Latin American countries have a version of the yellow pages, all which are online. Businesses are all in the yellow pages to advertise for customer. It is the most up to date directory of finding schools in many cities around the world. Simply look under language schools. Now the trick is that the yellow pages are in a foreign language so you will need to translate your search. Welcome to day one of living overseas, navigation of the language.

Applying for Jobs in Advance

Applying in advance means calling or emailing a school to set up phone interviews before you have left the country. You should also consider using Skype as a phone carrier for cheap or free phone calls. Your employer may also want a video chat. The exception to phone calls is interviewing face to face in your home country. For example, you go to a central interviewing location in New York on a weekend when there is an arranged job interview fair. You had already gone through a series of formal phone interviews prior to going in person.

On average, for advance interviews you should allow for two to four months from the beginning of the interview process to the start date of your job. This procedure is standard for schools in the Arab Gulf countries, China, South Korea, Taiwan, Thailand, Indonesia, Central and Eastern Europe, and some Latin American countries. Applying for such jobs enables you to pursue multiple opportunities in multiple countries and you will typically have a job lined up prior to your departure overseas.

- Begin contacting schools and recruiters, and begin applying for jobs at least 3-4 months prior to your intended start date, or in the case of Europe or Latin America, you want to be in the country in the peak of the hiring season.
- If you are applying for a government-run program such as the assistantship programs in France, Spain, Austria, Japan, Chile, etc., bear in mind that applications may be due up to nine months or more prior to your actual teaching start date.
- Typically, the recruiter or school will contact you via email.
- You will set up a phone interview and discuss the details directly with the school or recruiter and not with International TEFL Academy.
- Ask all of the questions you need be answered in order to feel comfortable and confident before accepting a job.
- If you both agree to accept the job it is your responsibility to follow through with all the paperwork and arrangements necessary for the work, visa, or hiring agreement terms.
- You will forward all required documentation directly to the hiring school and work out all housing, salary, and benefit details directly with the school, not with International TEFL Academy.

Applying for Jobs In Person

In many schools, primarily in Central America, South America and in developing countries in general, it is common for many schools to interview and hire locally rather than recruiting and hiring teachers by long distance. This stems from a philosophy that the best manner to evaluate potential teachers is to interview in-person, and the fact that the local applicant pool is sufficient so schools feel no need to interview potential teachers by long distance. Also, in many cases, schools may not have the resources to engage in global recruiting. In most cases, you will begin teaching almost immediately after your interview, so you should not plan on returning to your home country between your interview and your work start date.

This means that if you wish to work in one of these countries, you must be prepared to go to that country without having a job in hand. In such cases, you will want to arrange temporary housing – usually in a hostel, budget-friendly hotel, guesthouse etc. – and visit and call schools to arrange interviews. During major hiring periods, many language schools will be looking to replace 30-50% of their staff, and they will need teachers to begin teaching immediately. So if you are in a major city and are pro-active, you should be able to arrange multiple interviews within a week, depending on your level of qualifications.

Here are some steps you should take when applying for jobs in-person:

- Find individual schools using the ESL School Finder that has been provided and job boards listed at the end of this manual.
- If you have friends or relatives in the country where you intend to get hired, have them scout out local schools before your arrival. Also, have them inquire with friends and colleagues to see if they might be interested in private lessons – this will enable you to start making money and getting experience as soon as you arrive.
- **MAKE EVERY EFFORT TO BE ON THE GROUND DURING MAJOR HIRING SEASONS.** (See the country chart to see which countries primarily hire locally by interviewing in-person.)
- **BE PRO-ACTIVE!** Don't sit around in an Internet café sending resumes by email. When the school is down the street in your town, simply go directly to schools in-person and ask for an interview.
- Get a local phone with a local number and make sure to include it on your resume and in all correspondence.
- Be prepared to be flexible, particularly if you are looking for your first ESL teaching position. Don't expect to find your dream job right off the bat and consider part-time positions as it may be the best way to get your foot in the door and to start making money.
- Search out the local teaching community; find out where they hang out, talk to them and building relationships. Word-of-mouth and personal referrals can be an excellent way to find local job opportunities.
- Use local resources including the local phonebook, local websites and newspaper ads – periodicals like newspapers are published in many big cities around the world.
- Dress professionally and conservatively when meeting prospective employers; remove facial piercings (if possible).

Video Introductions

A great way to set yourself apart from 95% of other applicants is to prepare a short **video introduction** (Below are links to video introductions. You can use your webcam to make the video, but for a better result it is better to use a camcorder if you have one. The video should include a few minutes that conveys your desire to teach English abroad, a bit about yourself and why a school should hire you (why would you be a good teacher?, what you can offer, etc.) A video introduction is a very effective way to show a school that you are serious and a great way to stick out (in a good way) from other applicants.

Examples of YouTube Teacher Introductions:

1. Ryan's Teacher Introduction for Japan <http://www.youtube.com/watch?v=icM4AjX7dE>
2. Tara's Self Introduction for Korea <http://www.youtube.com/watch?v=xn3AC0swhZ8>
3. Michelle Thomas Introduction - <http://www.youtube.com/watch?v=KBCwFrywZXY>
Example on where NOT to film (outside) as there is too much background noise with traffic.
4. Ashanti Introduction [very good] <http://www.youtube.com/watch?v=aVAuyUOPTv0>
5. Mele's Introduction [Toronto Canada] <http://www.youtube.com/watch?v=e2m3QfniWI>

Top 10 Questions to Ask During an Interview

THE TEFL JOB INTERVIEW-- *By Jonathan Clark*

If you are a new teacher or even an experienced teacher who hasn't taught in a foreign setting before, there are certain things you need to know in order to gauge the desirability of a TEFL job.

1. How many teaching hours does the position involve?
2. How many preps will I have? In other words, how many different courses will I be teaching? At the very least, you'll spend one hour of preparation time out of class for every hour in class (a 2:1 ratio is probably more likely, especially if you're a new teacher. Two preps is probably the ideal.)
3. How big are the classes?
4. What textbook does the school use? The important thing isn't so much which particular book they use but to make sure there is one. You'll probably end up modifying a lot of textbook lessons and you'll create a lot of your lessons on your own, but it's always good to have a textbook to fall back on.
5. What sorts of audiovisual equipment are available? Having regular access to a good CD and cassette player is essential. Also, ask about video equipment, since you'll probably want to watch videos from time to time. And see if there's a computer lab where you can take or send your students for writing projects, interactive CD-ROM activities, or Internet research.
6. What are the resources for teachers? You will want to know if the school has a library with a good supply of resource books and if there are computers with Internet access available. You'll need to be able to print documents from the computers. Copy machine access is also very important: you'll create a lot of your own materials that you'll need to copy for your students.
7. Who are the students and why are they studying English? Students studying English at high schools or universities are usually doing so to fill a graduation requirement or because it's useful in their major. But language schools attract people from a variety of backgrounds and age groups with a variety of reasons for studying English. Adult professionals often come to language schools looking for business English instruction or other specialized courses. Also, many language schools cater heavily to children and function largely as an afterschool program. If this is the case, keep in mind that kids generally don't sign up for classes after school of their own accord. Motivation and discipline can be issues when teaching kids.
8. What benefits does the school provide their teachers? It's not common but still possible that a school might offer things like medical benefits, paid vacations, and holiday bonuses. Some offer reimbursements for your travel expenses to and from their country. And most schools offer their teachers free classes in the local language and history or fun stuff like cooking and dancing instruction.
9. Does the school provide assistance with housing? Some schools have apartments for their teachers. If they don't, see if they can offer you some assistance in finding a place once you get there. Having a native speaker along to help negotiate can save you from getting ripped off by a greedy landlord.
10. What are the visa requirements for the job? If you're going to teach at a university or a primary or secondary school you'll likely be required to obtain a legal work visa. Find out what role the employer will have in order to help you get the visa and if they'll pay the fees. Do they have a lawyer or university official who handles the paperwork? Immigration officials can be difficult to deal with, especially when there's a language barrier. Be sure

to ask about what you'll need to bring with you in order to get the visa. Some countries require that you apply for the visa at their embassy in your home country, so obviously you will need to get that taken care of before leaving.

One final note: If for some reason the pay for the job wasn't included in the announcement or if you're interviewing for an unannounced position, expect it to be brought up by the interviewer. If that doesn't happen and you feel uncomfortable about bringing it up yourself, try a roundabout approach. Start asking questions about local rents, transportation fees, and food prices. This might cue the interviewer to bring up teacher salaries in relation to these figures.

Interview Questions

What to expect?

- Interviews may last from 20 minutes to one hour, or even longer.
- Expect questions regarding previous teaching experience.
- If you are interviewing for your first teaching job, be prepared to discuss your practice teaching/practicum and your training course.
- Remember that interviewers often look for concrete examples of skills or behaviors.

Typical Questions an employer may ask in an interview

- What are your strengths and weaknesses?
- What are your interests outside of work?
- Do you speak any foreign languages?
- Tell me about your experiences learning a foreign language.
- What was the most important thing you learned in your training?
- Why do you think you were awarded an A/B/Pass grade?
- Have you attended any additional training or seminars recently?
- Where are you working at the moment?
- What are your responsibilities in your current position?
- What have you learned from this job?
- Tell me about your previous jobs. Why did you leave?
- Why are you looking for a new job?
- What interests you about this school?
- What do you know about this school?
- Why do you want to live in this country?

Questions about your teaching and experience

- What are your strengths and weaknesses as a teacher?
- How would you introduce the past simple tense to a group of 10 adult students?
- How would you explain "proud"?
- What would you want to know about a group if I told you I needed you to teach it in 30 minutes?
- What ages and levels of students have you taught in the past?
- Have you ever had to teach without materials? How would you feel about this?
- Can you prepare your own materials and/or develop your own curriculum?
- Tell me about your experience teaching children / business English / TOEFL.
- How would you feel about being asked to teach this type of class?

- What aspects of your teaching have changed with experience?
- How would your approach with a one-to-one student differ to that with a group?
- What course books do you have experience using? What do you think of them?
- Can you think of a time when you've successfully dealt with a difficult student?
- How would you handle with a class of students of mixed abilities?
- Tell me about a time when you felt rewarded or satisfied by something you did in a classroom.
- Have you used multimedia (video, DVD, CD-ROM) in the classroom?

Questions about your expectations

- Have you lived or traveled abroad before?
- What cultural differences did you find difficult to get used to?
- We expect our teachers to be flexible and supportive of colleagues and other staff. Can you think of a time when you've been flexible or supportive?
- How much support do you expect from a school?
- How do you feel about working split shifts and weekends?
- Do you think it is important for the whole school to be an English speaking environment (not just the classrooms)?
- Where do you want to be in five years?
- How do you see your future in teaching?

Questions You Should Ask?

- There are some things which you need to be clear about before signing a contract: For example, if the school works on Saturdays and this is a problem for you, or if you want the possibility of overtime but it is not included in the offer, you need this information to decide if the position is for you.
- Are they unprepared to put you in contact with current teachers?
- Are they expecting you to accept a job offer without seeing a contract?
- Are they asking you to send them money? (There should be no reason for this).
- What are the working days and working hours? (Do you mind working Saturdays or weekends?)
- How many contact teaching hours will I be expected to do? (20 to 25 a week is common with 12-15 hours of lesson planning. 40 contact hours a week can be common in language schools in Japan but typically no prep time needed.)
- Will I be paid overtime if I teach more than this number of hours? (If so, when is it paid and is it compulsory?)
- What non-teaching tasks will I be required to undertake? (Administrative, creating materials, marking, placement testing of students)
- How many days of paid holiday will you receive? (And does this include public holidays?)
- Is there a probationary period where either party can terminate the contract? (A period of up to 3 months is common where either you or the school can end things)
- What is my salary?
- Will there be opportunities for a raise in the future?
- When and how is it paid? Is there an end of contract bonus? (What are the conditions under which this is paid?)
- Is there a dress code and if so, what is it?

Visa Questions

- Will I receive a work visa or a work permit?

- If so, how does the process work and what will be required of me – will I get my visa prior to my departure or after my arrival?
- If not, how do you recommend I handle working without a work permit/visa?

Questions for School Instructors

If you have an opportunity to speak with teachers who are working, or who have worked in the past at a school where you are interviewing, consider raising the following questions:

- What's the atmosphere in the school like?
- What teaching resources are provided?
- How do you get on with the Director of Studies and/or School Director?
- Do you get paid on time?
- Has the school fulfilled their side of the contract?
- Why are you leaving? (If he/she is leaving)
- What's the city nightlife like?
- What do most teachers do for accommodations?
- Is there Internet access at the school?
- Do the photocopier and other equipment work?

Questions regarding insurance, flight reimbursement, and other benefits

- Is medical insurance provided?
- Is my flight ticket paid (and when?)?
- Is accommodation provided? (Is it shared, how much does it cost, how far is it from the school, does it have a TV/fridge/bed?)
- Are language lessons provided?

Questions to ask regarding housing arrangements

- Where will you be housed?
- If not, where do most teachers live and how do they find accommodations?
- Are you responsible for any utilities?
- Is there hot running water?
- Do you have heating/air conditioning?
- How close are you to the school where you'll be teaching?
- Do you have to share your apartment?
- How many rooms does it have?
- Is it on campus?
- Is there a washing machine?
- Ask for a photo of the living arrangements.
- Is there a computer with Internet access?
- Do you have to pay for the Internet services?

Questions regarding your arrival and transition

- Will somebody meet me at the airport?
- Will I need to open a bank account and will you provide assistance or guidance for such a process?
- If I need temporary housing will you assist me with arranging it?

WHAT HAPPENS AFTER THE INTERVIEW?

The school may check your references and ask for a second interview. If everything has gone well, they will then offer you a contract.

Read the contract very carefully and don't be afraid to ask if anything is not clear. A reputable employer will appreciate the fact that moving to another country to live and work is a big step (if you are dealing with the Director of Studies, he/she was probably in the same boat once) and should be forthcoming with help.

Get as much information as you can from the school, other teachers, TEFL websites and forums, so that you can feel comfortable before making a decision.

Receiving a Contract

Congratulations! You have received a job offer and a contract from a school you applied to, but what should you look for? Teaching contracts can look different than your typical contract in your country, so here are some of the basics you can look for when it comes to contracts.

Contract Basics:

1. Working days and working hours (including contact teaching hours)
2. Holidays (how many days?)
3. Probationary Period (if any, and how long?)
4. Start and end dates of the contract
5. Salary and overtime (including when it is paid)
6. Flight reimbursement (if relevant, including when it is paid)
7. Medical insurance (if relevant)
8. Bonus (if any, including when it is paid)

Did you know if you have received a contract that you are seriously considering taking that Student Affairs can review the contract for you? Please make sure to fill out [this form](#) first and a Student Affairs Advisor will be in contact with you!

International Job Profiles

Europe

Regional Overview

From the western shores of the Iberian Peninsula to the sun-splashed beaches of the Aegean to the chillier climes of countries like Russia, Poland and the Ukraine, English instruction is a big business. Each year, tens of thousands of teaching vacancies open up across the continent. For simplicity's sake, Europe will be defined from the western border of Portugal to Russia in the East. To the south, Turkey is a crossroads of Europe and the Middle East with a closer resemblance to Europe.

It is important to understand the fundamentals of the European Union (see Wikipedia as a guide) https://en.wikipedia.org/wiki/European_Union.

Also note-worthy is the Schengen Area, comprised of EU and non-EU countries who share an agreement that did away with border controls within the Schengen Area - https://en.wikipedia.org/wiki/Schengen_Area.



Members of the Schengen Area: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France (excluding outermost regions and overseas countries and territories,) Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands (excluding Aruba, Curaçao, Sint Maarten, and the Caribbean Netherlands,) Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, Switzerland.

Job Overview

Regarding working in the EU: If you are a citizen of a country in the EU, you have the right to live and work legally in any other member country. As a member of the EU, you will not need to apply separately for a work visa – there is no red tape to bother with. Non-EU citizens have the option of applying for a visa, or working under the table on a tourist visa. Each country has its own immigration and visitor work permit laws. For example, Spain may not hand out work visas to English teachers. Germany will give work visas to an English teacher after establishing residency. The Czech Republic will offer a visa that allows teachers to work very quickly and teachers will work on their tourist visa while waiting for the paperwork to clear. All 3 of these countries (Spain, Germany and The Czech Republic) are members of the European Union yet each has its own laws and customs for hiring English teachers.

Also keep in mind that the world changes every day; the European Union is still a relatively new state and continually in flux. What is true and customary the day this guide is published may become obsolete (more likely some subtle changes over time).

Yet, because of its popularity with aspiring teachers from across the English-speaking world - Britain, the U.S., Australia, Canada, New Zealand, etc., - and the fact that it lacks the sheer demographic heft of Asia, means that Europe is one of the most competitive job markets for English teachers in the world. This is especially the case for Americans and other non-EU citizens, who are unlikely to be offered work visas in most countries, including such popular destinations as Spain, Italy and France. In addition, Americans must overcome the fact that they will have to interview in-person for the vast majority of positions in Europe, which means facing up to the prospect of leaving the U.S. without having a job secured. The good news is that jobs abound, and despite such challenges, thousands of Americans enjoy enriching experiences teaching English throughout the continent.

Main Points about Europe

- The vast majority of positions available to US passport holders are obtained in-person once in the country of interest. Teachers with working holiday visas, student visas, or EU citizenship may have the opportunity to interview in advance, via phone or Skype.
- Many jobs entail 10 to 12-month contracts. September, October, and January are busy hiring periods for most countries in Europe, with many contracts ending in early July. January is a secondary season to start employment.
- Most teaching jobs entail teaching adults at private language institutes.
- Summer camps in Europe offer great opportunities for those looking for shorter commitments.
- A typical English teacher will make enough money to support himself/herself comfortably, but should not expect to save substantial sums.

What to Find on the Following Pages

The following pages include all the resources one will need to find a teaching job in Europe. These resources are divided by country and include, but aren't limited to:

- Country Specific Job Information
- Visa Information
- Required Documents
- Step by Step Instructions on How to Find a Job by Country
- Recruiting Companies (if applicable)
- Language Schools
- Job Boards
- Expat Websites

Index – Europe Country Specific Information and Guidelines

- [Austria](#)
- [Belgium](#)
- [Bulgaria](#)
- [Croatia](#)
- [Cyprus](#)
- [Czech Republic](#)
- [France](#)
- [Germany](#)
- [Greece](#)
- [Hungary](#)
- [Italy](#)
- [Lithuania](#)
- [Poland](#)
- [Portugal](#)
- [Romania](#)
- [Russia](#)
- [Slovakia](#)
- [Slovenia](#)
- [Spain](#)
- [Turkey](#)
- [Ukraine](#)
- [The Balkans](#)
- [Scandinavia](#)

Austria

Country Overview

Austria is located in Central Europe. The country is north of Italy and Slovenia, and is known for its beautiful green landscape. Austria has a long and interesting history dating back to its union within the large Austro-Hungarian Empire. However, after World War I, Austria declared itself a small republic. Austria is known for being the birth country of many famous musicians and composers, including Wolfgang Amadeus Mozart. The country's language is German, but the demand for English teachers has been growing immensely within the last few years.

Outside of Austria's music, the country experiences many other strong aspects within its culture. The Austrian people are very welcoming and family-oriented, and love to spend their evenings socializing at local cafes and bakeries. Austria is known for its delicious brews, food, and baked goods, the most popular being Wiener Schnitzel, which is breaded beef and usually dressed in lemon juice, served alongside potatoes. Popular attractions include skiing on the Austrian Alps, going to the opera, and exploring the beautiful cities of Vienna and Salzburg.



Before you travel to Austria

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Austria's ESL market is a very tough one for non-EU citizens to break into unless teachers participate through the [Fulbright assistantship program](#) for Americans or the [SWAP Austria program](#) or [International Exchange program](#) for Canadians. There are also some opportunities for non-EU and EU citizens to teach children in [summer camps](#) or short-term programs for a couple of months throughout Austria.

For those who are able to legally work in Austria, face to face interviews with private language schools are essential during the peak hiring months of September and January and working freelance for multiple schools to fill your schedule is also not uncommon as the cost of living in Austria (especially in the bigger cities of Vienna or Salzburg) is quite high. Schools in Austria tend to have similar requirements to Germany as many are looking for teachers with some business background to effectively teach business professionals. A four year degree is almost always needed, TEFL certification, and many times prior teaching experience.

Teaching in Austria at a Glance

The following chart highlights the main requirements for English teachers in Austria, the best way to get a job in Austria, and what a typical job is like for teachers in Austria.

Degree Requirements	A 4-year degree or TEFL certification is required.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	September & January
Low Hiring Months	August
Interview Procedure	Face to face in Austria
Visa Info	Must be an EU citizen or already be able to work legally in Austria.
Typical Students	Adults/business professionals and children in summer camps
Average Monthly Cost of Living	\$1,700 - \$2,500 USD
Average Monthly Salary	\$1,800 - \$2,500 USD
Estimated Start-Up Costs	\$2,550 - \$3,800 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Austria

The following are the most common types of visas that can be obtained for Austria. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Work Permits – Austrian work permits are typically only available for people who are already EU citizens (those participating either in the Fulbright program for Americans or SWAP program for Canadians will have assistance from their respective programs). More information for EU citizens on obtaining work permits can be found here:

http://europa.eu/youreurope/citizens/work/work-abroad/index_en.htm

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in Austria at a recognized language school, university, etc. may be eligible to legally work in Austria while studying. Typically, a student visa must be processed before departing for Austria. Contact an Austrian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Documents Needed to Work in Austria

Required documents:

- Valid passport
- International Resume and Cover Letter
- Original TEFL Certificate
- Original university diploma
- Any necessary visa paperwork

Recommended documents:

- Sample lesson plan
- College transcripts

Austrian Embassies and Consulates

For more information on Austria and applying for a visa to Austria visit the Embassy of Austria website.

- Embassy of Austria – Canada – <http://www.Austria.gc.ca>
- Embassy of Austria – United Kingdom – <https://www.gov.uk/government/world/austria>
- Embassy of Austria – United States – <http://austria.usembassy.gov/>
- List of Consulates Worldwide – <http://embassy.goabroad.com/embassies-in/austria>

Steps on Finding a Job in Austria

Finding a job in Austria typically requires that the English teacher is already in Austria or applying to jobs online ahead of time. Read International TEFL Academy’s guide [How to Find a Job in Austria](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don’t ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for Austria at this time.

Government-Run Programs

- Fulbright – <http://us.fulbrightonline.org/countries/selectedcountry/austria>
- US Teaching Assistantships - <https://www.usta-austria.at/>

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy’s Austria Language School Finder](#)
- **Austrian Yellow Pages** - <http://www.herold.at/en/>

Expat Websites – A great way to find out what’s going on in Austria and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Exchange** - <http://www.expateexchange.com/austria/livinginaustria.html>
- **Expat Focus** - <http://www.expatfocus.com/expatriate-austria>
- **Expat Blog** - <http://www.ypat-blog.com/forum/viewforum.php?id=252>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Austria.

- **InterExchange Austria** - <http://www.interexchange.org/working-abroad/teaching-program/teach-english-austria>
- **Work Away** - <http://www.workaway.info/hostlist.html?ct=europe&country=AT&c=&search=&x=22&y=3>
- **SWAP Austria (for Canadians)** - http://www.swap.ca/out_eng/destinations/austria.aspx
- **TEA** - <http://www.tea4teachers.org/joomla/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

English teaching jobs in Austria can be found “on the ground” or positions can sometimes be found on job boards that post openings throughout Austria.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Learn4Good** - <http://www.learn4good.com/jobs/language/english/list/country/austria/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Austria

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- [International TEFL Academy's Worldwide Summer Camp and Short-Term Program Finder](#)

Vaccinations

For a list of any vaccinations you may need for Austria, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/austria>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Index Page to see if any ITA Alumni are working or have worked in Austria - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>.

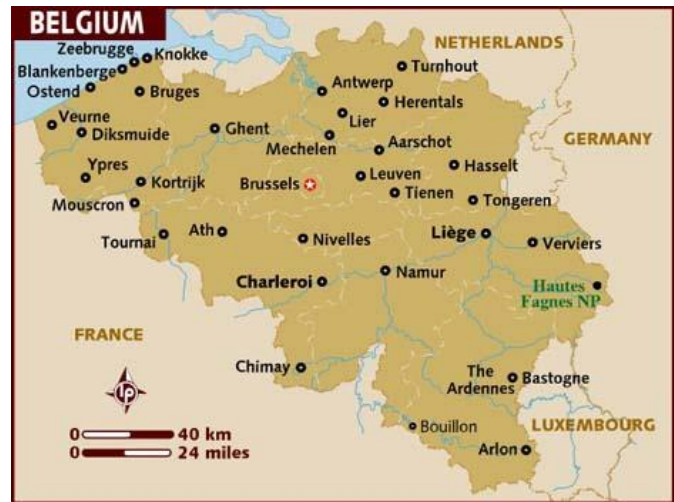
Moving to Austria with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Austria - <http://www.austria.org/pet>.

Belgium

Located right in the middle of Western Europe this smaller country has plenty to offer in the way of historical sites and modern comforts. Belgium shares borders with the North Sea, France, Luxembourg, Germany and the Netherlands creating numerous multilingual areas within the country. The three regions are Brussels, Flanders and Wallonia. Flanders is the Flemish, Dutch-speaking region to the north, while Wallonia is the French speaking region to the south. Brussels is the bilingual capital region, close to the border between Flanders and Wallonia, where they speak both Dutch and French. Lastly, in the eastern part of the country, near the German border, there are German speaking communities. Due to this linguistic mixture all three languages are listed as the official languages of Belgium.



Belgium's history often centered around war. Starting with the Belgian Revolution in 1830 when they separated from the Netherlands and through both world wars Belgium was known as the Battlefield of Europe as it is located between many larger European powers. Due to the lingual and therefore political conflicts between the different regions there has been tension between the two largest areas, Wallonia and Flanders. The tension was fueled by differences in language and culture and resulted in a transition from a unitary to a federal arrangement for almost a quarter of a century. Despite several far-reaching reforms, differences that continue to cause slight conflict between the two regions are apparent. Flanders prospered after the last war while Wallonia's unemployment rate is currently more than twice as high as Flanders'. However, as a whole Belgium has an advanced high-income economy and is one of the 6 founding countries of the European Union and other organizations such as NATO.

Belgium's split regions lend themselves to many unique and varied cultures, traditions, art, food, and much more that can all be easily accessed. Belgium has numerous processions and parades as folklore plays a large part in the different regions. There are a handful that are even recognized by UNESCO as Masterpieces of the Oral and Intangible Heritage of Humanity. The traditional cuisine includes beer, chocolate and waffles. What more could you ask for? Also, despite their name, French fries are known to have come from Belgium. The two national dishes of Belgium are steak and fries and mussels with fries. There are over 100 different varieties of beer that are brewed in Belgium, the biggest brewer in the world (by volume), Anheuser-Busch InBev, is based in Leuven and Belgium's Trappist beer from Abbey of Westvleteren was rated the world's best beer numerous times. Canal cruises, the Grand Palace in Brussels, various museums, castles from the Middle Ages, Royal greenhouses, zoos, historical sites and much more await you in Belgium. There is no shortage of things to do and places to see. I recommend a visit to some of the coastal towns where you can explore caves, go kayaking and enjoy the sandy North Sea beaches or a visit to Spa, Belgium. Yes, this is the town where all spas got their name. There are several natural mineral springs that are believed to possess special healing properties.

Before you travel to Belgium

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

As host to some of the previously mentioned international bodies, Belgium certainly has a high need for English language instructors. That said, Belgium's ESL job market can be a more challenging one for non-EU citizens to break into. Schools are looking for teachers with a TEFL certificate and are more willing to hire non-EU citizens if they already hold residency or enjoy working privileges (such as a student visa) or individuals with significant teaching experience. Schools sponsoring a work visa for non-EU citizens is extremely rare and most teachers in Belgium have EU citizenship.

The hiring needs are higher in the fall and in the new year (peak times being September and January) with most contracts ending in June. Since the job search is most often conducted on the ground, English teachers will be expected to interview in person which means that teachers are responsible for their own airfare as well as housing. Schools typically offer 20-25 hours per week of work, leaving plenty of time to explore, travel and learn more about the small but grand country. A BA is typically required to teach in Belgium. Major cities for English teaching jobs include Brussels, Antwerp, Ghent and Bruges. The market is mainly business professionals and private tutoring.

Teaching in Belgium at a Glance

The following chart highlights the main requirements for English teachers in Belgium, the best way to get a job in Belgium, and what a typical job is like for English teachers in Belgium.

Degree Requirements	BA/BS typically required
Contract Length	10-12 months
Peak Hiring Months	September & January
Low Hiring Months	Christmas -2 nd week in January
Interview Procedure	Face to Face in Belgium
Visa Info	EU citizens are able to work legally in Belgium. Non-EU citizens must find a way to work legally: Student visa, EU residency, etc.

Typical Students	Business professionals, private students
Average Monthly Cost of Living	\$1,500-\$2,000 USD
Average Monthly Salary	\$1,500-\$2,000 USD
Estimated Start-Up Costs	\$2,250 - \$3,000 USD
Housing	Self-pay- Not provided by employer
Airfare	Self-pay- Not provided by employer

Obtaining a Visa for Belgium

Note: Not all college degrees are recognized by Belgium and since Belgium is divided into three regions with separate regional governments you will need to make sure your college degree(s) are recognized by that region's Ministry of Education.

Work Permit – The work visa is closely linked to your residence status in Belgium. *Belgium Work Permit B* is available for individuals who are highly qualified (hold higher education degrees in education or teaching licenses) and have an employer sponsor them. The employer also has to have a labor market test that indicates the position can't be filled by a Belgian or other EU Citizen. This is extremely uncommon.

Cohabitation Visa – You can apply for a cohabitation visa if you are in a stable and long-term relationship (heterosexual or homosexual) with someone who is either a Belgian national, national of the EU or a foreigner who is not a EU national but has a residence permit for Belgium. For more information on the guidelines for this visa please visit <http://belgiumcohabitationvisa.com/>.

Student Visa – If you are registered with a study program at an officially recognized institution of higher education in Belgium you could qualify for a student visa. Studying must be the main occupation and purpose for your stay in Belgium. However, you can work up to 20 hours on this visa. There are certain guidelines to meet and you must schedule your work around your study hours. To find out more please visit https://www.expatica.com/be/visas-and-permits/Study-in-Belgium-Guide-to-student-visas-and-permits_107627.html#StudentWorking.



Belgium Grand Place

EU Citizens – If you are a EU Citizen you can work freely in Belgium without the need for a Belgian work permit.

Additional types of visas:

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Other – It is always recommended to contact a Belgian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English-speaking country.

Documents Needed to Work in Belgium

Required documents:

- Valid passport (Should be valid for at least 6 months)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School
- Diploma and other recent degrees or diplomas (Must be recognized by the region's Ministry of Education)
- Visa Application form

Belgian Embassies and Consulates

For more information on Belgium and applying for a visa to Belgium visit the Embassy of Belgium website.

- **Embassy of Belgium – Canada** - <http://canada.diplomatie.belgium.be/en>
- **Embassy of Belgium – United Kingdom** - <http://unitedkingdom.diplomatie.belgium.be/en>
- **Embassy of Belgium – United States** - <http://unitedstates.diplomatie.belgium.be/en>
- **List of Consulates – United States** - <http://unitedstates.diplomatie.belgium.be/en/embassy-and-consulates>

Steps on Finding a Job in the Belgium

Read International TEFL Academy's guide [How to Find a Job in Belgium](#) for more information and the steps one should take to gain employment in Belgium.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. Since Belgium's market is mostly business professionals and private tutoring there aren't many recruiters for Belgium.

- SeekTeachers - https://www.seekteachers.com/jobs.asp?country_id=107
- TeachAway - <https://www.teachaway.com/teaching-belgium>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Belgium.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Belgium School Finder](#)

Expat Websites – A great way to find out what's going on in Belgium and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expatica** - <https://www.expatica.com/be>
- **Expat Info Desk** - <https://www.expatinfodesk.com/expat-guide/deciding-on-the-right-country/top-expatriate-destinations/belgium/>

- **Expats in Brussels** - <https://expatsinbrussels.be/en>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Belgium.

- **Belgian English Language Teachers Association (BELTA)** - <http://www.beltabelgium.com/belta-guide-teaching-english-belgium>
- **The Brussels Times** - <http://www.brusselstimes.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start connecting with communities whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the Resources for Your Job Search section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Belgium

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Belgium, check the Center for Disease Control website at <https://wwwnc.cdc.gov/travel/destinations/traveler/none/belgium> It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Moving to Belgium with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Belgium. - <https://www.petrelocation.com/country/belgium>

Bulgaria

Located on the Black Sea in Southeastern Europe, the country of Bulgaria is rich in not only mountains and natural scenery, but culture and heritage as well. Bulgaria is considered a part of the Balkan Peninsula, bordering Romania, Serbia, Macedonia, Greece, and Turkey. The Balkan Mountains run through the middle of Bulgaria and through many of the Bulgaria's numerous plains, which occupy about one-third of the country. Over 7 million people live in Bulgaria, with a large concentration being in one of the many large cities and urban areas. The Bulgarian language is Slavic, and has close relations with many of the other Slavic languages spoken in the Balkans. There are currently about 12 million speakers of Bulgarian in Bulgaria and the surrounding countries.



Culturally, family is a very important aspect and center of Bulgarian society. Many families still remain extended and close. Religion is considered a very significant and standard part of society, with most Bulgarians born as Bulgarian Orthodox. Artistically, Bulgaria is known for its folklore and storytelling, which has been passed down through countless generations. Along with this, poetry, writing, dancing, and various other forms of the arts have deep roots within Bulgaria society and history. Bulgarian folk music is very popular and considered one of the country's most notable traditional and cultural art forms. Bulgarian food contains heavy influences of both Turkey and Greece, and a wide variety of salads are always available as meat consumption is far less compared to other countries in Europe. Bulgaria as a country also excels internationally with sports, with many Bulgarian teams becoming known and acknowledged in their respective sport.

Before you travel to Bulgaria

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

English teachers typically find work towards the beginning of September or October, and then again in January, with most contracts ending in late June. For those looking to teach through the summer, opportunities at summer English language camps are available, and positions typically start in late June and early July. Some jobs can be lined up in advance, but most English teachers should expect to interview in person once they arrive in Bulgaria. Since Americans must apply for a long term

visa from their home country and positions are typically found on the ground, this makes it a very difficult country to teach English in long-term. At this time International TEFL Academy is not aware of any language schools in Bulgaria that will sponsor a work visa for Americans. Instead, Americans interested in teaching in Bulgaria should apply to the [Fulbright program](#). Most teachers live in apartments recently vacated by previous teachers, and many room with their coworkers.

A decent hourly wage affords English teachers to live a comfortable life, due to a low cost of living. Schools typically offer around 20-25 hours per week of work, leaving you plenty of opportunity to travel and explore. English teachers need to have a BA to teach for some positions in Bulgaria, but not all, and a TEFL certification is absolutely necessary. Major cities for English teaching jobs are Varna, Sofia, and Plovdiv.

Teaching in Bulgaria at a Glance

The following chart highlights the main requirements for English teachers in Bulgaria, the best way to get a job in Bulgaria, and what a typical job is like for English teachers in Bulgaria.

Degree Requirements	BA/BS is typically required
Contract Length	Typical contract length is 9 or 12 months
Peak Hiring Months	September & January
Low Hiring Months	August, Christmas – 2 nd week in January
Interview Procedure	In person in Bulgaria, over the phone/Skype in advance
Visa Info	Must be an EU citizen or already be able to work legally in Bulgaria.
Typical Students	Business professionals, school children, private students
Average Monthly Cost of Living	\$650 - \$950 USD
Average Monthly Salary	\$650 - \$950 USD
Estimated Start-Up Costs	\$1,000 - \$1,450 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Bulgaria

The following are the most common types of visas that can be obtained for Bulgaria. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Work Permits – Bulgarian work permits are typically only available for people who are already EU citizens or already have the right to work in the EU. More information for EU citizens on obtaining work permits can be found here:

http://europa.eu/youreurope/citizens/work/work-abroad/index_en.htm

Student Visa – Those who plan to study in Bulgaria at a recognized language school, university, etc. may be eligible to legally work in Bulgaria while studying. Typically, a student visa must be processed before departing for Bulgaria. Contact a Bulgarian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Documents Needed to Work in Bulgaria

Required documents:

- Valid passport
- International Resume and Cover Letter
- Original TEFL Certificate
- Any necessary visa paperwork

Recommended documents:

- Sample lesson plan
- College transcripts

Bulgarian Embassies and Consulates

For more information on Bulgaria and applying for a visa to Bulgaria visit the Embassy of Bulgaria website.

- Embassy of Bulgaria – Canada – <http://www.mfa.bg/embassies/canada/setlang/en>
- Embassy of Bulgaria – United Kingdom – <http://www.bulgarianembassy-london.org/>
- Embassy of Bulgaria – United States – <http://www.bulgaria-embassy.org/>
- List of Consulates Worldwide – <http://embassy.goabroad.com/embassies-of/bulgaria>

Steps on Finding a Job in Bulgaria

Read International TEFL Academy’s information on [How to Find a Job in Bulgaria](#) for more information and the steps one should take to gain employment in Bulgaria.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don’t typically hire the English teacher.

International TEFL Academy is not aware of any recruiters for Bulgaria at this time.

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/bulgaria>

Additional Resources for your Job Search

Expat Websites – A great way to find out what’s going on in Bulgaria and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Exchange** – <http://www.expatsexchange.com/bulgaria/liveinbulgaria.html>
- **Expat Focus** – <http://www.expatfocus.com/expatriate-bulgaria>
- **Expat Blog** – <http://www.expats.com/en/destination/europe/bulgaria/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Bulgaria.

- **Eat Stay Love Bulgaria** – <https://eatstaylovebulgaria.com/expats-in-bulgaria/>
- **Expats Bulgaria** – <http://www.expats.bg/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Bulgaria specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Bulgaria

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Bulgaria, check the Center for Disease Control website at <https://wwwnc.cdc.gov/travel/destinations/traveler/none/bulgaria>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Bulgaria - <https://www.internationalteflacademy.com/alumni-stories-teaching-english-in-Europe>

Moving to Bulgaria with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Bulgaria - <http://www.petrelocation.com/resources/international-regulations/bulgaria>

Croatia

The Republic of Croatia is located in Southeast Europe, bordering Bosnia and Herzegovina, Hungary, Montenegro, Serbia and Slovenia, as well as the Adriatic Sea. Croatia's landscape is incredibly diverse for such a small country. It offers numerous islands, stunning coastlines, waterfalls, mountains and plains. The Dinaric Alps make up the mountainous southern border, while the western border is composed of coastline on the Adriatic Sea. The city of Dubrovnik and the island of Hvar are popular tourist attractions. Both locations possess picturesque natural bays as well as beautiful architecture including churches, fountains and museums.

Twenty years after declaring independence from Yugoslavia, Croatia is thriving as it enjoys an economic and cultural renaissance. The Mediterranean has had a large influence on Croatian cuisine, with many dishes made up of pasta, seafood, vegetables and olives. Croatian wine is also world-renowned for its taste. Many aspects of Croatian culture are influenced by its geographical location, providing a mix of cultural flavors.



Before you travel to Croatia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Following its acceptance into the European Union in 2013, Croatia is currently experiencing long-term integration with the rest of the EU. This means an increasing demand for English language instruction. The fact that Croatia is also a major destination for tourists also adds to this demand. Croatia is a relatively small country, so the job market can be competitive and many schools do not hire foreign English teachers who do not already have a right to work or stay legally in Croatia (EU citizen, married to a Croatian, etc.) Croatian children learn English in school so Croatians already have a pretty good grasp of English.



Ban Jelačić Square in Zagreb, Croatia

At this time, International TEFL Academy is not aware of any language schools in Croatia that will sponsor a work visa for Americans or non-EU teachers. Therefore, the market is difficult to break into unless you have a way to live and work in Croatia legally.

English teachers typically find work around mid-September to the beginning of October, with most contracts ending in late June. English teachers should expect to interview and get hired locally. Teachers are responsible for their airfare and housing costs. Salaries are typically quoted in Euro, although Croatia's national currency is the Kuna. Teachers can expect to break even on their salary and live a comfortable lifestyle due to the low cost of living.

Croatia's private language schools can be mostly found in Zagreb, Varazdin and Karlovac. There is also a strong market for private English teaching, but teachers must be well-qualified (degree, teaching experience, and a TEFL certificate) to secure a job. There are also opportunities for teachers with a degree in Education or teaching license to teach in International Schools. A great option to teach English in Croatia is to work at a [Summer Camp](#) where you don't need the right to live and work in Croatia legally.

Teaching in Croatia at a Glance

The following chart highlights the main requirements for English teachers in Croatia, the best way to get a job in Croatia, and what a typical job is like for English teachers in Croatia.

Degree Requirements	BA/BS Required
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	September/October and January
Low Hiring Months	December and summer months
Interview Procedure	Interview in person, some interviewing in advance
Visa Info	Must be an EU citizen or already be able to work legally in Croatia.
Typical Students	Business professionals and adults; some children
Average Monthly Cost of Living	\$900-\$1,300 USD
Average Monthly Salary	\$900-\$1,300 USD
Estimated Start-Up Costs	\$1,350 -\$2,000
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Croatia

Residence Permit – Non-EU citizens need to apply for a residence permit if they are planning on staying in the country longer than 90 days. This can be usually done within Croatia at the local police station by providing the following paperwork: valid passport, birth certificate, passport photo, proof of financial means, health insurance, purpose of stay, criminal background check, and payment for visa fee. This is usually valid for one year but it can be extended. ****Please note that this process is quite difficult to do as many schools and employers will not sponsor foreign ESL teachers.***

Work Visa – Non-EU citizens will need to apply to the Embassy of the Republic of Croatia for a visa. The employer will have to complete an application form, which must be submitted with a passport, two photographs and details of the job (such as a copy of the contract, length of employment, type of work, location and full address of employer). ****Please note that this process is quite difficult to do as many schools and employers will not sponsor foreign ESL teachers.***

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Croatia at a recognized language school, university, etc. may be eligible to legally work in Croatia while studying. Typically, a student visa must be processed before departing for Croatia. Contact a Croatian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Croatian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English-speaking country.

Documents Needed to Work in Croatia

Required documents:

- Valid passport (EU or have work visa already)
- International Resume and Cover Letter
- TEFL Certificate
- University Diploma

Croatian Embassies and Consulates

For more information on Croatia and applying for a visa to Croatia visit the Embassy of Croatia website.

- Embassy of Croatia – Canada - <http://ca.mvep.hr/en/>
- Embassy of Croatia – United Kingdom - <http://uk.mvep.hr/en/>
- Embassy of Croatia – United States - <http://us.mvep.hr/en/>
- List of Consulates Worldwide - <https://embassy.goabroad.com/embassies-of/croatia>

Steps on Finding a Job in Croatia

Read International TEFL Academy's information on [How to Find a Job in Croatia](#) for more information and the steps one should take to gain employment in Bulgaria.

Read [International TEFL Academy's Step by Step Guide on Finding a Teaching Job in Croatia](#) for more information and the steps one should take to gain employment in Croatia.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- Teach Away - <https://www.teachaway.com/teach-croatia>



Zagreb, Croatia

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Croatia.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Croatia School Finder](#)

Expat Websites – A great way to find out what's going on in Croatia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Exchange** - <http://www.expatechange.com/croatia/liveincroatia.html>
- **Expat Focus** - <http://www.expatfocus.com/expatriate-croatia>
- **Expat Croatia** - <http://www.expaticroatia.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Croatia.

- **Total Croatia News** - <http://www.total-croatia-news.com/>
- **Croatia Week** - <http://www.croatiaweek.com/>
- **Dave's ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **Learn 4 Good**- <https://www.learn4good.com/jobs/language/english/list/country/croatia/>
- **TESALL** - <http://www.tesall.com/esl-tesol-jobs?keyword=®ion=Europe&country=Croatia&submit=Search>
- **MojPosao** - <http://www.moj-posao.net/EN/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Croatia specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.



ITA Alumn Amelia P. teaching at Camp California in the Dalmatian Coast

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Croatia

- For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.
- You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Croatia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/croatia>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Croatia - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Croatia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Croatia - <http://www.pettravel.com/immigration/Croatia.cfm>.

Cyprus

English teachers typically find work towards the beginning of September, with most contracts ending in late June. For those looking to teach through the summer, opportunities at summer English language camps are available, and positions typically start in late June and early July. The vast majority of hiring is conducted locally and English teachers will be expected to interview in person once they arrive in Cyprus. They will also be responsible for their airfare, as well as housing. Most teachers live in apartments recently vacated by previous teachers, and many room with their coworkers. Studios and one-bedrooms typically range from 350 – 500 euro per month.

Private tutoring is a great way to make extra money but requires initiative. We recommend posting notices on bulletin boards in and around major universities as well as cafes and other highly trafficked areas. You may also consider posting ads in local publications as well, and word of mouth can be key, so make business cards and ask friends and acquaintances if they know anybody in search of private English lessons.

Regarding visas and work permits, EU citizens enjoy legal working privileges, however they do need to file some paperwork with local authorities – your employer should be able to assist you. Most non-EU citizens will just work on tourist visas, though some schools may sponsor a work visa for teachers.

Australians under the age of 30 may be able to gain a working holiday visa that enables them to work in Cyprus – contact the Cyprus High Commission in Canberra at Tel: +61 2 6281 0832/E-mail: consular@cyprus.org.au.

A decent hourly wage affords English teachers to live comfortably. Schools typically offer around 20-25 hours per week of work, leaving you plenty of opportunity to travel and explore. English teachers typically need to have a BA to teach in Cyprus, and TEFL certification is absolutely necessary as well. Major cities to teach English in Cyprus are: Nicosia, Larnaca, Pafos, Limassol.

Before you travel to Cyprus

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)



Guidelines for Teaching English in Cyprus

- **Education:** BA/BS
- **Peak Hiring Months:** September, June
- **Types of Jobs:** Foreign language schools, Summer Camps
- **Typical Hiring Process:** Interview in person in Cyprus
- **Average teaching hours per week:** 20-30 hours of classroom & extra prep time
- **Types of Students:** Business professionals; Children at Language Camps
- **Cost of Living per Month:** 900 - 1,200 Euro; 1,000 - 1,350 USD
- **Average Monthly Pay:** 900 - 1,200 Euro; 1,000 - 1,350 USD; starting pay typically begins at about € 12 an hour.
- **Start-up Cost:** 1,800 - 2,000 USD
- **Potential to Save or Break-even:** Break-even
- **Accommodation/Housing Benefits Paid:** No
- **Flight Reimbursement:** No

Resources & Contacts

- <http://www.eslbase.com/schools/cyprus> - Lists contact information for several dozen language schools in Cyprus.
- <http://www.thelanguageexplorer.com> – Runs summer camps and English classes for youth and adults in Cyprus.
- <http://www.englishlearningcentre.com.cy> – Major English language school in Limassol.
- <http://cyprus.angloinfo.com/> - This online resource provides loads of information in English pertaining to life in Cyprus. www.cyprusliving.org offers similar info.

Czech Republic

Country Overview

The Czech Republic or Česko as written in Czech is a country located in Eastern Europe. The country was united with its neighbor Slovakia making up the Czechoslovakian nation. The Czech Republic and Slovakia peacefully split from one another in 1993 after the fall of the Soviet Union Bloc. Prague, the nation's capital and largest city is a world renowned tourist attraction. The city was home to the Velvet Revolution of 1989 which brought down the despised Soviet-controlled government and reinstalled a liberal democracy. The city is a beautiful example of a mixture pre-modern architecture including the Prague Castle, Soviet-inspired buildings, and modern structures as well.

The Czech people pride themselves on their beer and cuisine. The Czechs consume more beer annually than any other nation in Europe. Czech cuisine consists of different dishes which included meat and dumplings along with goulash, a traditional stew. According the World Bank, the Czech Republic has the highest human development and is the most democratic nation in the region.



Before you travel to the Czech Republic

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The Czech Republic represents a large ESL teaching market within Europe, especially in the capital Prague. While Prague is a popular tourist and expat destination, there is still a large ESL market for those who know how to work there legally such as getting a Zivnostensky List Business Visa or by already having EU citizenship. Although Prague is the largest job market in the Czech Republic, qualified teachers can also find opportunities in smaller provincial cities such as Brno.

Most of the ESL teaching positions will need to be secured on the ground in the Czech Republic during the main hiring seasons of September and January however, those with EU citizenship can sometimes have an easier time finding a job in advance. All teachers are recommended to try and contact schools beforehand by sending a resume and cover letter. A Bachelor's degree and a TEFL certificate are typically preferred.

Decent wages and a lower cost of living than is found in Western Europe allows English teachers to live comfortably but teachers should not expect to save much money. Many language schools offer 20-25 hours per week which gives teachers plenty of time to explore the city and travel.

"I went through ITA to work in Prague teaching English. It has been one of the most incredible experiences of my life! I am so happy how everything turned out and have made the most incredible friends over the past year."

-Trent B.; Prague, Czech Republic; ITA Online 2012

Teaching in the Czech Republic at a Glance

The following chart highlights the main requirements for English teachers in the Czech Republic, the best way to get a job in the Czech Republic, and what a typical job is like for English teachers in the Czech Republic.

Degree Requirements	A 4-year degree is required.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	September & January
Low Hiring Months	Christmas-2 nd week in January & August
Interview Procedure	Face to face in the Czech Republic
Visa Info	EU citizens are able to work legally in the Czech Republic. Non-EU Citizens should prepare to apply for the Zivnostensky List Business Visa.
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$800 - \$1,600 USD per month
Average Monthly Salary	\$1,000 - \$1,500 USD per month
Estimated Start-Up Costs	\$2,400 - \$4,500 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for the Czech Republic

The following are the most common types of visas that can be obtained for the Czech Republic. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – It isn't unheard of that a school or employer in the Czech Republic will hire an English teacher who is only in the country on a tourist visa but it is becoming less and less common. A tourist visa will be stamped in your passport upon entry into the Czech Republic and this allows you to stay in the country for up to 90 days. The Czech Republic is part of the Schengen Zone so a non-EU national legally allowed in this area for 90 out of every 180 days.

Work Visa – This type of visa is very uncommon for non-EU English teachers to receive in the Czech Republic as you need an employer to sponsor you in order to obtain one. If a teacher is able to find a school that will sponsor one, it will typically cost the teacher approximately 100 Euro. A downfall of this visa is that it usually takes a lot of convincing to make sure the school submits the necessary paperwork for a teacher to obtain the visa because it is expensive for schools to do. Teachers also need to make sure that they have their original university diploma apostilled and translated into Czech.

Zivnostensky Visa (Business Visa/Trade License) – This visa is highly recommended for teachers to receive as it allows you to work legally at any school in the Czech Republic without having to depend on the school to sponsor it for you. It is recommended to start the process at least a few weeks before you are looking to be in the Czech Republic. International TEFL Academy recommends two different options for obtaining your Zivno:

- **Do it yourself:**
 - [Dream Prague's Online Course](#). This course was created by two people with years of experience in navigating the visa process in the Czech Republic. This course is best for teachers who are willing to put in a bit of extra time to save money in their visa process (although the creators are available via email to answer questions during any stage of the process). The cost of the course is \$60 USD if purchased in the EU (due to VAT tax) and \$50 if purchased in the USA.
- **Receive more comprehensive and step by step assistance by using a visa agency:**
 - [Visa Force](#): an all-inclusive immersion company for teachers looking to move to the Czech Republic. Started by an American expat, Visa Force assists with the Zivno for most nationalities and can also provide job assistance in 10 language schools and summer camps in Prague. The cost to use Visa Force is approximately \$300 USD.
 - [Visa Guru](#): provides teachers with knowledge of the process, assistance at government offices, and makes sure steps are followed in the correct order within the proper timeline. This option is best for teachers who aren't comfortable meeting deadlines on their own or want an extra sense of security. The cost to use Visa Guru is approximately \$300 USD.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in the Czech Republic at a recognized language school, university, etc. may be eligible to legally work in the Czech Republic while studying. Typically, a student visa must be processed before departing for the Czech Republic. Contact a Czech Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa. International TEFL Academy cannot assist TEFL students with finding language schools or processing student visas.

EU Citizens – Citizens from the EU are able to work legally in the Czech Republic without getting a visa. Typically, your employer will assist you with these matters.

General information about work permits throughout the EU can be found at:

http://europa.eu/youreurope/citizens/index_en.htm

Documents Needed to Work in the Czech Republic

If you are able to work legally in the Czech Republic such as EU Citizens, there may be specific documents that you will need to present to establish your new residence. Please check this website for more information:

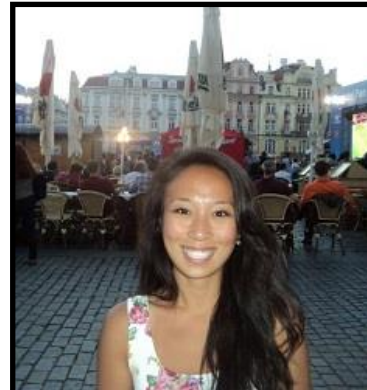
http://europa.eu/youreurope/citizens/index_en.htm.

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Zivnostensky Visa (please see [Obtaining a Visa for the Czech Republic](#))

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Resume and Cover Letter in Czech



ITA Alumna Rebecca in Prague

Czech Embassies and Consulates

For more information on the Czech Republic and applying for a visa to the Czech Republic visit the Embassy of the Czech Republic website.

- **Embassy of Czech Republic – United States** - <http://prague.usembassy.gov/>
- **List of Czech Embassies and Consulates throughout the world** - <http://embassy.goabroad.com/embassies-of/czech-republic>

Steps on Finding a Job in the Czech Republic

Finding a job in the Czech Republic typically requires that the English teacher is already in the Czech Republic and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in the Czech Republic](#) for more information.

ITA's Premier and Associated Partners in Czech Republic

If you are interested in learning more about what it's like to work with a recruiter, check out our [Working with a Recruiter](#) document that covers why you should work with a recruiter, the process, and more!

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- **EDUA Group** is the biggest private education company in the Czech Republic. You can teach in two language schools **EDUA Group** is covering - **James Cook Languages** and **Jipka**. You will be teaching individual and group courses (2-5 people) to employees of international companies directly in their offices or public courses. They have a library and resource center in the center of Prague where you can come to prepare your lessons. You will have continuous support from your Senior Teacher (mentor) to develop your skills as well as teacher training and workshops where you will learn more about their Coach&Practise methodology. Most positions are in Prague but there are options in other cities.



To work for EDUA Group, teachers must have: TEFL certificate, native English speaker, clean background check, flexible, energetic and enjoy teaching. Degree preferred but not required.

To Apply: Send resume and cover letter to jobs@eduagroup.cz

Government-Run Programs

- Fulbright - <http://us.fulbrightonline.org/countries/selectedcountry/98>
- Academic Information Agency - http://www.mzv.cz/washington/en/culture_events/education/information_for_teachers_of_english/index.html

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in the Czech Republic is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in the Czech Republic.

- International TEFL Academy's Czech Republic School Finder – <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/czech-republic-school-finder.pdf>
- Czech Republic's Yellow Pages – <http://www.zlatestranky.cz/>

Expat Websites – A great way to find out what's going on in the Czech Republic and to network with other expats is by checking out different expat websites. A few are highlighted below.

- Expats.cz - <http://www.expats.cz/>
- Internations - <http://www.internations.org/czech-republic-expats>
- Hello Czech Republic - <http://www.czech.cz/en/Home-en>
- Home in the Czech Republic - <http://www.en.domavcr.cz/>
- My Czech Republic - <http://www.myczechrepublic.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in the Czech Republic.

- All Praha - <http://www.allpraha.com/>
- Happy House Rentals - <http://www.happyhouserentals.com/>
- Prague Post - <http://www.praguepost.com/>
- S Realty - <http://www.sreality.cz/>
- Teacher Creature - <https://teacher-creature.com/prague>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

English teaching jobs in the Czech Republic are typically found “on the ground” however, positions can sometimes be found job boards that post openings throughout the Czech Republic. At this time, ITA is not aware of any ESL job boards for the Czech Republic.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in the Czech Republic

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Summer Camp Websites (more can be found in the Summer Camp Opportunities section):

- Euro Camp - <http://euro-camp.eu/>

Vaccinations

For a list of any vaccinations you may need for the Czech Republic, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/czech-republic>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Index Page to see if any ITA Alumni are working or have worked in the Czech Republic - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Czech Republic with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Czech Republic http://www.aphis.usda.gov/regulations/vs/iregs/animals/animal_european_union.shtml.

France

Country Overview

The country of France is located in Western Europe and is the third largest country in the continent. It is commonly called “The Hexagon”, as the territory of France is similar to the geometric shape. France is a wealthy nation, with a very high level of public education and universal health care so the French enjoy a high standard of living.

France is the most visited country in the entire world, with approximately 79 million foreign tourists annually. In recent years, France has been consistently in the top 5 most popular study abroad destinations as well. The allure of learning the French language (a total of 260 million people worldwide speak French fluently), the distinctive, high class cuisine, wine, pastries, and desserts, vast history, and beautiful landscapes and architecture tend to draw visitors from all over the world to this country. Paris, the nation’s largest city and capital is world renowned for its architecture, monuments, museums, high fashion and life style.



Before you travel to France

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

There is extensive demand for English instruction in France and numerous opportunities throughout the country especially in Paris, which is home to the largest ESL job market in the country. While Paris has a huge job market, it is also the most popular, so many teachers will find success in other smaller cities such as Toulouse, Aix-en-Provence, or Lyon.

Although the need for English instruction is great, France represents one of the most challenging job markets for Americans and other non-EU citizens in Europe because the majority of English language schools will not sponsor work visas for teachers and will not hire those who cannot work legally as schools do in countries such as Spain or Italy. Those who really want to teach English in France typically have to find another means to live in the country legally such as obtaining a [student visa](#). Americans also have the opportunity to apply for the competitive [English Teaching Assistantship Program](#).

Most of the ESL teaching positions will need to be secured on the ground in France during the main hiring seasons of September and January however, those with EU citizenship can sometimes have an easier time finding a job in advance.

For EU citizens and student visa holders, the growing popularity of teaching online affords English teachers another means for earning livable wages in France. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

"I spend about 20 hours a week teaching conversation classes at the British American Institute in Aix-en-Provence, France. The institute consists of around ten employees: half in their early to late twenties and the other half are English teachers who have been involved in teaching English as a second language for quite some time. I felt this mixture of ages, and experience levels, was very beneficial, because it allowed the younger teachers to seek advice and support from the more accustomed instructors; but, at the same time, the young teachers were able to provide key insight on new ideas and techniques in the profession."

-Tyler K.; Aix-en-Provence, France; ITA Online 2012

Teaching in France at a Glance

The following chart highlights the main requirements for English teachers in France, the best way to get a job in France, and what a typical job is like for English teachers in France.

Degree Requirements	A 4-year degree is required.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	September & January
Low Hiring Months	Christmas-2 nd week in January & August
Interview Procedure	Face to face in France
Visa Info	EU citizens are able to work legally in France. Non-EU citizens must find a way to work legally – student visa, marry an EU citizen, etc.
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$1,400 - \$2,300 USD per month
Average Monthly Salary	\$800 - \$1,800 USD per month
Estimated Start-Up Costs	\$2,100 - \$3,500 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for France

The following are the most common types of visas that can be obtained for France. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – It is extremely rare that a school or employer in France will hire an English teacher who is only in France on a tourist visa. Tourist visas in France are only recommended for those who are visiting for a short period of time. A tourist visa will be stamped in your passport upon entry into France and this allows you to stay in the country for up to 90 days. See the document [How to Find a Job in France](#) for procedures and more information.

Work Visa – This type of visa is *very uncommon* for non-EU English teachers to receive in France as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers as it is quite an expensive and long process. Work visas are only typically given to Americans accepted into the [English Teaching Assistantship Program](#) or teachers working in international schools which have high standards and require superior qualifications. EU citizens will not have a problem finding a job and working legally in France.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in France at a recognized language school, university, etc. may be eligible to legally work in France while studying. Typically, a student visa must be processed before departing for France. Contact a French Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa. International TEFL Academy cannot assist TEFL students with finding language schools or processing student visas however, here is a recommended website to help you:

- **Campus France** - <http://www.campusfrance.org/en>

For Americans Only: Take a look at [France Student Visa for Americans](#) for more information on student visas.

EU Citizens – Citizens from the EU are able to work legally in France without getting a visa. Typically, your employer will assist you with these matters.

General information about work permits throughout the EU can be found at:
http://europa.eu/youreurope/citizens/index_en.htm

“There are many English schools, institutes, and academies here in sunny, beautiful Marseille. With that said however, every place that I went to asked me if I had a Carte Vitale (French national/social health care card, which I do) or proof of traveler's insurance along with a Work Visa and/or the right to work in France with a Carte de Sejours. Therefore, I have found that in order to successfully obtain a job here, (other than the 'Language Teaching Assistant' program through the French government), one must be quite fluent in French, as most all the receptionist and administration are native French speakers and may even conduct much of the interview in French. Luckily my French is quite good. Those are just some tips that you may want to pass on to future students seeking employment in France.”

-Nathan H.; Marseille, France; ITA Online 2012



Versailles Palace

Documents Needed to Work in France

If you are able to work legally in France such as EU Citizens, there may be specific documents that you will need to present to establish your new residence. Please check this website for more information:

http://europa.eu/youreurope/citizens/index_en.htm.

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Visa (please see [Obtaining a Visa for France](#))

Recommended documents:

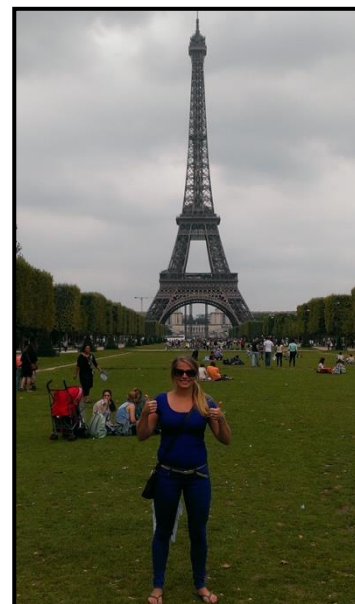
- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Resume and Cover Letter in French

French Embassies and Consulates

For more information on France and applying for a visa to France visit the Embassy

France website.

- Embassy of France – United States - <http://www.ambafrance-us.org/>
- List of French Embassies and Consulates throughout the world - <http://embassy.goabroad.com/embassies-of/france>



Student Affairs Rep Christie at the Eiffel Tower in 2013

of

Steps on Finding a Job in France

Finding a job in France typically requires that the English teacher is already in France and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in France](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

Currently, International TEFL Academy is unaware of any recruiters that work with language schools throughout France.

Government-Run Programs

[ITA's English Teaching Programs in France and Spain](#) document outlines the programs available to teachers in France.

- **Teaching Assistantship Program** - <https://frenchhighereducation.org/teaching-assistant-program>
- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/222>
- **The British Council** - <http://www.britishcouncil.org/languageassistants-France.htm>

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in France.

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in France is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in France.

- [International TEFL Academy's France School Finder](#)
- **France's Yellow Pages** – <http://www.pagesjaunes.fr/>

Expat Websites – A great way to find out what's going on in France and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Americans in Toulouse** - <http://www.americansintoulouse.com/index.php>
- **Council for the English Speaking Community in Paris** - <http://cesc.online.fr/index.html>
- **Expat Exchange** - <http://www.expatsexchange.com/expat/index.cfm?frmid=211&forumid=0&dbname=ee&shared=N>
- **Expatriates.com** - <http://www.expatriates.com/classifieds/france/>
- **The Languedoc Page** - <http://www.the-languedoc-page.com/>
- **Streetwise France** - <http://streetwise-france.com/living-working-france.htm>



ITA Alumnus Rebecca L. and family at the Louvre in Paris, France.

Country-Specific Websites – Additional resources to find jobs and information to find jobs in France.

- **Gap-Year France** - <http://www.gapyear-france.com/>
- **FUSAC** - <http://www.fusac.fr/>
- **GeoVisions** - http://www.geovisions.org/pages/3_work_teach_abroad.cfm
- **InterExchange** - <http://www.interexchange.org/working-abroad/teaching-program/teach-english-france>

- **Le Monde Newspaper** - <http://www.lemonde.fr/>
- **France Magazine** - <http://www.francemagazine.org/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

English teaching jobs in France are typically found “on the ground” however, there are some job boards that post openings throughout France.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Jobs TEFL.com** - <http://jobstefl.com/france.asp>
- **Xpat Jobs** - <http://france.xpatjobs.com/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in France

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Summer Camp Websites (more can be found in the Summer Camp Opportunities section):

- **The Nacel Language Camp** - <http://www.americanvillage.fr/index-en.php>
- **ESL Language School Summer Program** - <http://www.esl-schools.org/en/english-summer-school-paris-ignny/esl-paris-ignny-13-17-years-france.htm>

Vaccinations

For a list of any vaccinations you may need for France, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/france.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in France - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to France with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to France - <http://www.ambafrance-us.org/spip.php?article783>.

Georgia

Country Overview

With volcanoes, rainforests, royal blue lakes, and never ending wine vineyards, Georgia's topography is truly one of a kind. Georgia is located at the edges of Eastern Europe and Western Asia bordering Turkey, Armenia and Azerbaijan to the South, Russia to the North, and the Black Sea directly to the West. More than 40% of the Georgian landscape is blanketed by stunning rainforests full of life, while the other regions range from rising mountains to flatlands. The northern region of Georgia is home to the Caucasus mountain range, the tallest mountain range in Europe. The Caucasus give way to the Javakheti volcanic plateau, hot springs, and some of the most gorgeous views in the world. Along the coast of the Black Sea, pebbled beaches and cliffs provide a serene image and the perfect place for visitors to explore a different side of Georgia. In the midst of Georgia's alluring geography is the capital city of Tbilisi. Tbilisi offers the perfect historical, cultural, and economic hub of the nation with a growing population and increasing international recognition. To the West of Tbilisi more amazing sights can be found such as the Krubera Cave, also known as the deepest cave in the world.



As one of the first known locations of human inhabitation in the world, Georgia's culture is as rich as it is interesting. Architecture across the country tells stories of the medieval time period with towering castles and fortresses. Museums can be found in most any city providing stories of Georgia's unique history, images of famous Georgian artists, and productions of popular Georgian operas and plays. Positioned at the crossroads of Europe, the Middle East, and Asia, the Georgian people enjoy unique foods and cultures with heavy influences from their own traditions. Georgians are acknowledged for their warm hospitality and friendliness accepting guests as gifts to their lands. An important part of being invited into a Georgian household is the delicious cuisine which ranges from the famous Khinkali (a rich meat dumpling) to the Khachapuri (cheese filled bread). On any major holiday or family celebration, Georgians create a Supra, or a traditional feast with a vast amount of Georgian cuisine and homemade wine. Georgia is famous around the world for its wines. Any visitor with the opportunity to visit a winery and taste Saprevi or Rkatsiteli wines is in for a treat with some of Georgia's most prized possessions! Georgia is quickly integrating itself with the international community creating a strong need for English skills, but the Georgians are still great at maintaining traditions and cultural values.

Before you travel to Georgia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The biggest opportunity for English teaching jobs in Georgia is through the [Teach and Learn with Georgia](#) program run through the Georgian government. The program recruits native English speakers to teach children in public schools throughout the country alongside local Georgian English teachers. Teachers receive a stipend, free airfare, medical insurance, homestay accommodations, meals, and a free roundtrip flight for a vacation if you complete two semesters.

“As a post-Soviet country, Georgia is at a turning point in its history. For centuries, while other countries and cultures were globalizing, Georgia’s borders were closed to the outside world. Now, as a sovereign state, Georgia has the opportunity to integrate with the rest of the world—linguistically and culturally. This is what makes TLG a particularly unique program. Bringing English speakers into classrooms increases English language proficiency throughout the country, which is essential to Georgia’s ability to assimilate into the modern world. Further, bringing native English speakers from diverse cultures into not only the classroom, but the communities, as well, encourages interaction and the sharing of values and customs—something Georgia has missed out on for far too long.” Teach and Learn with Georgia.

The capital of Tbilisi does have a good number of [English Language Schools](#) but little is known about the application process, visa requirements, and if many of them hire foreign English teachers. The majority of teachers in Georgia choose to teach through [Teach and Learn with Georgia](#) and the majority in this section of the manual will be information about this program.

Teaching in Georgia at a Glance with [Teach and Learn with Georgia](#)

The following chart highlights the main requirements for English teachers in Georgia, the best way to get a job in Georgia, and what a typical job is like for teachers in Georgia.

Degree Requirements	Bachelor’s degree required
Contract Length	One or two semesters with the possibility to extend
Peak Hiring Months	Year-round
Low Hiring Months	N/A
Interview Procedure	<ol style="list-style-type: none"> 1. Submit online application and include Motivation Letter, Resume, Color Copy of Passport, Copies of Degrees or Certifications, Two Reference Letters, 2 photos, and medical self-assessment form. 2. Videoconference/interview 3. If you pass the first two stages, then you will need to submit a Criminal Record Check, medical self-assessment form, and medical documentations
Visa Info	Citizens of English speaking countries (USA, Canada, UK, Ireland, South Africa, Australia, New Zealand) do not need a visa for stays over 360 days
Typical Students	Children between grades 1 and 6
Average Monthly Cost of Living	600 GEL through Teach and Learn with Georgia program
Monthly Salary	600 GEL after taxes

Estimated Start-Up Costs	Approximately one month's salary - \$300 USD
Housing	Homestay provided by program
Airfare	Roundtrip airfare is provided by program

Obtaining a Visa for Georgia

Citizens from the USA, UK, Canada, New Zealand, Ireland, Australia and South Africa do not need to obtain a visa or work permit in advance for stays over 360 days to participate in the program. If your country is not listed, you must check what the requirements are or if there are any additional procedures that you must follow to enter and work in Georgia.

Documents Needed to Work with Teach and Learn with Georgia

Required documents:

- Valid passport
- International Resume and Cover Letter
- Color copy of the information page of your passport
- Copy of TEFL Certificate
- Copy of university diploma
- Two letters of recommendation
- Nationwide Criminal Record Check
- Completed medical self-assessment form
- Completed medical examination report for Hepatitis B, C, HIV, Drug Test, and TB signed by a doctor
- 2 clear photos showing your full face



**ITA graduate, Sarah Feigelson,
with her EFL class in Georgia**

Georgian Embassies and Consulates

For more information on Georgia visit the Embassy of Georgia website.

- **Embassy of Georgia – Canada** – http://canada.mfa.gov.ge/index.php?lang_id=GEO&sec_id=847&lang_id=ENGsec_id=847
- **Embassy of Georgia – United Kingdom** - http://uk.mfa.gov.ge/index.php?lang_id=ENG&sec_id=42&lang_id=ENG
- **Embassy of Georgia – United States** - http://usa.mfa.gov.ge/index.php?sec_id=38&lang_id=

"I would definitely recommend teaching in Georgia but I would stress the need to be open minded. The country is still in the developmental stages and you will find yourself without many of the comforts of developed, Western countries. If you can look past this, however, and open yourself up to some new (and strange) experiences you will have a wonderful time."

- Gwen J.; ITA Online 2013

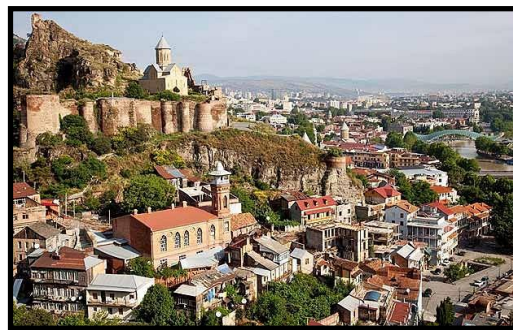
Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search English language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Georgia Language School Finder](#)

Expat Websites – A great way to find out what’s going on in Georgia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **The Other Georgia** - <http://www.the-other-georgia.com/>
- **Allo’ Expat Georgia** - http://www.alloexpat.com/georgia_expats_forum/
- **Expats Blog Georgia** - <http://www.expatsblog.com/portal/georgia>
- **Tabula News** - <http://www.tabula.ge/en>
- **ESL Job Feed** - <http://www.esljobfeed.com/esl-tesl-jobs?keyword=Georgia®ion=Europe&country=&search=Search>
- **Total ESL Georgia** - <http://www.totalesl.com/job.php?page=1&action=search&start=n#job>



Country-Specific Websites – Additional resources to find jobs and information to find jobs in Georgia.

- **Georgian News** - <http://www.georgianews.ge/>
- **Civil.ge Daily News**- <http://civil.ge/eng/>
- **The Georgian Times**- <http://www.geotimes.ge/index.php?lang=eng>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Please keep in mind that part of the Teach and Learn with Georgia program requires you to spend 3 hours per week tutoring your host family in the English language.

Other Jobs in Georgia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- [International TEFL Academy's Worldwide Summer Camp and Short-Term Program Finder](#)

Vaccinations

For a list of any vaccinations you may need for Georgia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/georgia>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Index Page to see if any ITA Alumni are working or have worked in Georgia - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Germany

Country Overview

With over 80 million residents, Germany is the most populous country in the European Union. Germany's rich history dates back thousands of years, making it a leader in many fields including technology and culture. Germany is also the world's fourth largest economy and the country as a whole is known for its efficient healthcare system as well as the high standard of living of that the German people have.

The national language of Germany is German, and education is highly valued with free university for almost all German students. Some of these universities are amongst the oldest in the world, and up until entering university, school is compulsory.

Germany is occupied partially by the Alps, along with multiple large and prominent cities. Culturally, Germany is known for producing a large number of historically brilliant artists, writers and thinkers, and many of the world's most famous classical music composers were from Germany. The country is also influenced by many other countries in Europe, both historically and currently. German cuisine differs depending on the area, but is made up of various types of meats and vegetables depending on the region.

Soccer is the most popular sport in Germany, with the German Football Association being the largest sports organization of its kind in the entire world. Water sports are very popular as well, and Germany is also a leader in motor sports and racing.



Before you travel to Germany

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Germany is a great option for non-EU teachers (and EU teachers as well) who would like to come to Europe and teach legally on a work visa, although one needs to be prepared to go through a long, bureaucratic process to receive one. Quite a bit of start-up money and patience is typically required to teach in Germany because one must have an address and a job offer before they can begin the visa process and therefore, begin working.

Most positions will be on a freelance basis in private language schools that cater to the business community. Corporate training is a big deal and therefore, standards for hiring teachers can sometimes be quite high as schools will prefer teachers who have experience in the business sector and who may have some knowledge of the German language. This creates a large market and demand for English language instruction in some of the financial capitals of Germany such as Frankfurt. Other large markets include Berlin and Munich, where along with Hamburg, there are opportunities to work with young learners. These cities can be slightly more competitive because of popularity.

English teachers should expect to find their jobs on the ground in Germany and participate in in-person interviews. The major hiring seasons are September and January with the exception of English summer camps which usually run between May and August for children.

Teaching in Germany at a Glance

The following chart highlights the main requirements for English teachers in Germany, the best way to get a job in Germany, and what a typical job is like for teachers in Germany.

Degree Requirements	A 4-year degree is preferred.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	September & January
Low Hiring Months	August
Interview Procedure	Face to face in Germany
Visa Info	Work Visa
Typical Students	Adults/business professionals and children
Average Monthly Cost of Living	\$1,100 - \$2,000 USD
Average Monthly Salary	\$1,000 - \$2,200 USD
Estimated Start-Up Costs	\$3,000 - \$4,500 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Germany

The following are the most common types of visas that can be obtained for Germany. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Most teachers will enter Germany on a tourist visa and then after they have found job and a place to live, will then obtain a work permit.

Work Permits -

English teachers in Germany are able to apply for a Freelance Visa or Residence Permit which allows them to work legally in the country. EU Citizens can find more information [here](#) for working in EU countries. Each city is a little bit different and has slightly different procedures however, most teachers can follow this general process:

1. Find a place to live and acquire an address.
2. Register your address with the local Rathaus (City Hall)
3. Provide proof of health insurance and open a German bank account
4. Get a job offer from a school that will assist with the paperwork – it is helpful to have two offers from two separate schools.
5. Make an appointment with the “Ausländerbehörde” (Foreigner’s Registration Office) or “Kreisverwaltungsreferat” in Munich. *Note: Occasionally teachers have been able to schedule their in-person appointments with the Ausländerbehörde through online schedulers before arriving in Germany. Each city is a little different, but booking an appointment in advance can cut down on your wait time once you’re in Germany. Just make sure to give yourself enough time to gather all required documents and job offers once you’ve arrived.*
6. Submit the necessary paperwork to the “Ausländerbehörde”. Make sure to check with the “Ausländerbehörde” in your city because they may have different requirements. Common requested documentation could be:
 - a. Visa Application
 - b. Health Insurance
 - c. Letters of Intent or confirmation of employment from employer
 - d. Proof of funds such as a bank statement (amount will vary depending on the city you are in)
 - e. Passport photos and valid passport
7. Wait for approval for an “Aufenthaltsgenehmigung” or Residence Permit
8. Once you receive your “Aufenthaltsgenehmigung” or Residence permit, register with the nearest Finanzamt (Revenue or Tax Office) to receive a tax id number.
9. As of January 2005, if you do not have a basic understanding of the German language, you may be required to partake in a German Language and Orientation Course. The immigration authorities will decide if attendance is required when you receive your residence permit. More information regarding costs, hours, and exemptions from taking the course can be found [here](#).

Read more about obtaining a German Residence and Work Permit [here](#).

Assistance with the German Visa Process

International TEFL Academy Alumna, Tamie Arietta, and her companies [Speakeasy Language Academy and Expat Launcher](#) are great resources available to ITA graduates interested in teaching English in Germany. Speakeasy Language Academy and Expat Launcher each provide support to teachers moving abroad.

- **Speakeasy Language Academy** – teachers who are accepted to work through the Speakeasy platform receive a letter of intent for their visa, assistance with marketing, an internal networking platform for teaching privately, a company email, one-on-one assistance with becoming a professional freelancer, and more.
- **Expat Launcher** – Expat Launcher can assist with the entire freelance visa process. Experienced with various requirements at each Ausländerbehörde, the requirements for health insurance, and all required forms and documents. Expat Launcher can assist ITA alumni with the entire freelance visa process and getting settled in Germany. Expat Launcher has a 100% visa approval rate, an in-house insurance broker, and legal consultant to assist with every step of moving abroad and getting settled.

If interested in learning more about all of the ways Speakeasy Language Academy and Expat Launcher can help, please make sure to [read more here](#). Teachers can reach out directly to schedule an interview.

Documents Needed to Work in Germany

Required documents:

- Valid passport
- International Resume and Cover Letter

- Original TEFL Certificate
- Original university diploma
- Any necessary visa paperwork ([see Visa section](#))

Recommended documents:

- Sample lesson plan
- College transcripts

German Embassies and Consulates

For more information on Germany and applying for a visa to Germany visit the Embassy of Germany website.

- Embassy of Germany – United Kingdom - <http://www.london.diplo.de/>
- Embassy of Germany – United States - <http://www.germany.info/>



Director of Student Affairs, Karen, in Frankfurt, Germany

Steps on Finding a Job in Germany

Finding a job in Germany typically requires that the English teacher is already in Germany or applying to jobs online ahead of time. Read International TEFL Academy's guide [How to Find a Job in Germany](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for Germany at this time.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs in Germany.

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Germany Language School Finder](#)
- **German Yellow Pages** - <http://www.gelbeseiten.de/>

E-Books – [Teaching English in Germany](#): A fantastic little guidebook if interested in teaching and living in Germany. Includes information on jobs, visa, experiences, and more!

Expat Websites – A great way to find out what's going on in Germany and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **The German Way** - <http://www.german-way.com/for-expats/>
- **Internations Germany** - <http://www.internations.org/germany-expats>
- **Expat Exchange** - <http://www.expatsexchange.com/germany/liveingermany.html>



ITA Alum Nina Aldrighetti in Romerberg Plaza in Frankfurt, Germany.

- **Just Landed Germany** - <https://www.justlanded.com/english/Germany>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Germany.

- **The Local** - <http://www.thelocal.de/>
- **Spiegel International** - <http://www.spiegel.de/international/>
- **Germany Times** - <http://germantimes.com/>
- **Lingo Bongo Berlin** - <http://www.lingobongo.com/berlin/>
- **Toy Town Germany** - <http://www.toytowngermany.com/>
- **My German Expert** - <http://blog.mygermanexpert.com/2013/02/Apartment-listing-for-Germany.html?m=1>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

*I can definitely say Berlin is one of the best cities (if not **the best**) that I have been to thus far. There is so much to do and people move here from all over the world! I have made so many friends from various backgrounds and cultures, all with one thing in common...a great love for Berlin!*

Megan C.; Berlin, Germany; ITA Online 2013

Job Boards

English teaching jobs in Germany can be found “on the ground” or positions can sometimes be found on job boards that post openings throughout Germany.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Lingo Bongo Berlin** - <http://www.lingobongo.com/berlin/>
- **Toy Town Germany** - <http://www.toytowngermany.com/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Germany

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- [International TEFL Academy's Worldwide Summer Camp and Short-Term Program Finder](#)

Vaccinations

For a list of any vaccinations you may need for Germany, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/germany>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas. **Alumni Blogs**

Check out ITA's Alumni Index Page to see if any ITA Alumni are working or have worked in Germany - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>



ITA Alum Michael M. in
Munich, Germany

Moving to Germany with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Germany - http://www.aphis.usda.gov/regulations/vs/iregs/animals/animal_european_union.shtml.

Greece

Country Overview

Greece, officially called the Hellenic Republic is a country located in the Southeast of Europe. It is home to about 11 million inhabitants with Athens as its largest city and capital. 8,498 miles of coastline surround Greece on three sides, causing the nation's culture and economy to be very connected with the sea. Greece is composed of about 1,400 islands with 227 that are inhabited, including Cyprus, Crete and Dodecanese. Mountains cover 80 percent of Greek landscape, with Mount Olympus being the tallest peak.

A warm Mediterranean climate allows the Greek people to enjoy hot summers and mild winters. Maritime shipping makes up a very large portion of the economy, with Greece possessing the world's largest merchant fleet. Tourism yields 16 percent of the nation's yearly income, with around 19 million tourists flocking to the cities of Athens and Thessaloniki along with the southern islands. Greek culture has a very long and diverse history dating back to the time of Ancient Greece. The country is the birthplace of Western Civilization as well as democracy, philosophy, drama, and scientific principles. Greek cuisine consists of a very healthy diet with many dishes consisting of feta cheese, olives, seafood, and spanakopita.



Before you travel to Greece

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

While there is a demand for English language instruction, it is very difficult for any teacher who does not already have citizenship or working rights in Greece to find an English teaching job there. With the decline of the economy and the country's current debt crisis, it is becoming increasingly difficult for English Language Schools to keep their doors open and hire foreign teachers who need visa sponsoring, etc. Currently, we recommend for anyone that would like to teach in this area to consider Turkey which is right next door, has similar characteristics, and boasts a strong English teaching market.

With that being said, securing a job in Greece requires teachers, who are already able to work there legally, to be in country on the ground during the peak hiring seasons of September and January. It is highly recommended to apply and send resumes and cover letters ahead of time, but it is very important to visit schools directly once in country. Big cities such as Athens have the biggest markets and therefore the most opportunities.



ITA Advisor Jeff P. in Santorini, Greece

Teaching in Greece at a Glance

The following chart highlights the main requirements for English teachers in Greece, the best way to get a job in Greece, and what a typical job is like for English teachers in Greece.

Degree Requirements	BA/BS preferred, not required
Contract Length	10 and 12 months
Peak Hiring Months	January and September
Low Hiring Months	Summer, Christmas
Interview Procedure	Face to face
Visa Info	Must be an EU citizen or have work permit already
Typical Students	Business Professionals
Average Monthly Cost of Living	\$800 - \$1,100 USD
Average Monthly Salary	\$800 - \$1,100 USD
Estimated Start-Up Costs	\$1,200 - \$2,000 USD
Housing	Not included
Airfare	Not included

Obtaining a Visa for Greece

Tourist Visa – It is not common for schools to hire teachers who are on a tourist visa only. It is almost always required that teachers already have EU citizenship or the right to work in Greece.

Work Visa – This is not common for teachers to receive but it can be possible for those who find work in Bilingual or International schools.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.



ITA Advisor Jessie S. in Athens, Greece

Student Visa – Those who plan to study in Greece at a recognized language school, university, etc. may be eligible to legally work in Greece while studying. Typically, a student visa must be processed before departing for Greece. Contact a Greek Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Greek Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Greece

Required documents:

- Valid passport (EU or have work visa already)
- International Resume and Cover Letter
- TEFL Certificate
- University Diploma

Greek Embassies and Consulates

For more information on Greece and applying for a visa to Greece visit the Embassy of Greece website.

- **List of Greek Embassies and Consulates** - <http://embassy.goabroad.com/embassies-of/greece>

Steps on Finding a Job in Greece

Read International TEFL Academy's guide [How to Find a Job in Greece](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. Currently, International TEFL Academy does not know of any recruiters for Greece.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Greece.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Greece School Finder](#)

Expat Websites – A great way to find out what's going on in Greece and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **AngloInfo** - <http://greece.angloinfo.com/>
- **Expat Forum** - <http://www.expatforum.com/expats/greece-expat-forum-expats-living-greece/>
- **InterNations** - <http://www.internations.org/greece-expats>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Greece.

- **Anglo-Hellenic Teacher Recruitment** - <http://www.anglo-hellenic.com/teachers/anglohellenic.htm>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Greece specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.



ITA Advisor Jessie S. in Mykonos, Greece

- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Greece

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Greece, check the Center for Disease Control website at http://wwwnc.cdc.gov/travel/destinations/traveler/none/greece?s_cid=ncezid-dgmg-travel-single-001. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Greece-

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Greece with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Greece - <http://www.pettravel.com/immigration/Greece.cfm>



Hungary

Country Overview

Hungary is a Central European country landlocked between many other countries such as Austria, Slovakia, Ukraine, Romania, Croatia, and Serbia. Hungary's geographical location makes it very easy to travel throughout Central Europe. Hungary is also a member of European Union and Schengen Area.

Hungary has been a nation for 1,000 years and its rich history dates all the way back to the Renaissance of 15th century Europe. From the Gellert Bath to the Buda there are plenty of places to explore in the nation's capital, Budapest. It is also possible to view and sail 417km of the gorgeous Danube River, a beautiful river nestled in Central Europe. Hungary experiences all four seasons due to its Mediterranean – Atlantic climate.

While strolling down the streets of Budapest, there are plenty of restaurants that serve excellent cuisine. Many Hungarian dishes are spicy due to the use of paprika. Hungary is also known to the world-renowned stew known as goulash. Hungarian food and culture is heavily influenced by its long history of the Austro-Hungarian Empire, the Ottoman Empire, and the Magyar people.

Before you travel to Hungary

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Hungary's ESL market can be challenging for non-EU citizens to break into unless teachers participate through the [Central European Teaching Program](#) which is a teacher recruitment organization that places native English speakers in public schools throughout Hungary. CETP contracts are typically 10 months in length from September to June but other positions sometimes open up throughout the year and 6 month contracts are also sometimes available. Teachers also receive a visa to work legally in Hungary, accommodations, health insurance, and a local salary for a program fee that can vary depending on when you apply. Teachers must be a native English speaker from the USA, Canada, UK, Ireland and other EU countries, hold a bachelor's degree, and have earned a TEFL certificate by the time you arrive in Hungary.



the
Castle,
down

For those who are able to legally work in Hungary and may not be interested in teaching in Hungary's public schools can apply to work in private language schools throughout the country. In order to secure a position, face to face interviews with private language schools are essential during the peak hiring months of September and January. Working freelance for multiple schools is common to fill your schedule and make enough money to at least break even. Budapest is the best city in Hungary to look for work however, other medium sized cities such as Debrecen or Miskolc may be viable options as well.

"I teach English at a bilingual secondary school in Budapest. My students are incredibly respectful, hard-working and always find a way to make me laugh! I work an estimate of 30 hours per week including the 22 classes (45 min each) that I teach a week." -Jenny B; Budapest, Hungary; ITA Online 2013

Teaching in Hungary at a Glance

The following chart highlights the main requirements for English teachers in Hungary, the best way to get a job in Hungary, and what a typical job is like for teachers in Hungary.

Degree Requirements	A 4-year degree or TEFL certification is required.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	September & January
Low Hiring Months	August and Christmas-mid January
Interview Procedure	Public Schools (CETP) – Phone/Skype Interview Private Schools - Face to face in Hungary
Visa Info	Must be an EU citizen or visa through CETP
Typical Students	Private Schools - Adults/business professionals Public Schools (CETP) - Children
Average Monthly Cost of Living	\$600 - \$900 - USD
Average Monthly Salary	\$650 - \$950 - USD
Estimated Start-Up Costs	\$1,050 - \$1,450 USD
Housing	Private Schools - Not provided by employer Public Schools (CETP) – Provided
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Hungary

The following are the most common types of visas that can be obtained for Hungary. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Most schools will not hire non-EU teachers who are in Hungary on a tourist visa however, non-EU citizens can be in Hungary for up to 90 days legally on a tourist visa.

Work Permits – Hungarian work permits are available for people who are already EU citizens. More information for EU citizens on obtaining work permits can be found here: http://europa.eu/youreurope/citizens/work/work-abroad/index_en.htm

Teachers working with CETP will also be able to receive a work visa after they arrive in Hungary as CETP will provide all of the necessary documentation. The visa is usually processed about two weeks after the application. Something to keep in mind is that salaries cannot be paid until teachers have their visa so teachers should be sure to have sufficient funds to cover their expenses for a few weeks.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in Hungary at a recognized language school, university, etc. may be eligible to legally work in Hungary while studying. Typically, a student visa must be processed before departing for Hungary. Contact a Hungarian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa. International TEFL Academy cannot assist TEFL students with finding language schools or processing student visas.

Documents Needed to Work in Hungary

Required documents:

- Valid passport
- International Resume and Cover Letter
- Original TEFL Certificate
- Original university diploma
- Any necessary visa paperwork

Recommended documents:

- Sample lesson plan
- College transcripts



Hungarian Embassies and Consulates

For more information on Hungary and applying for a visa to Hungary visit the Embassy of Hungary website.

- Embassy of Hungary – United States – www.huembwas.org
- List of Consulates Worldwide – <http://embassy.goabroad.com/embassies-of/hungary>

Steps on Finding a Job in Hungary

Finding a job in Hungary typically requires that the English teacher is already in Hungary or applying to jobs online ahead of time. Read International TEFL Academy's guide [How to Find a Job in Hungary](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for Hungary at this time.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs in Hungary.

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

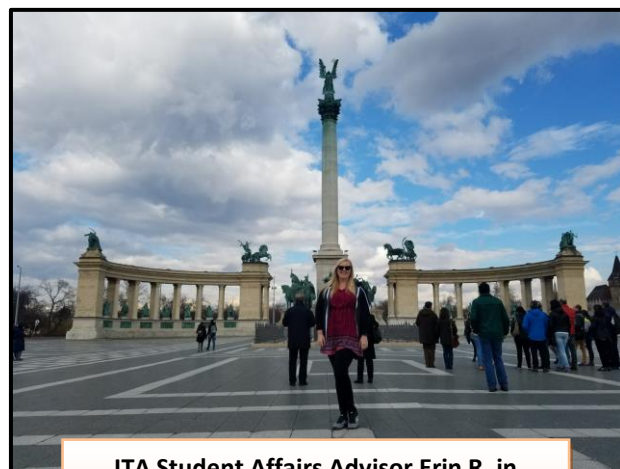
- [International TEFL Academy's Hungary Language School Finder](#)

Expats Websites – A great way to find out what's going on in Hungary and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expats Hungary** - <http://www.expatshungary.com/>
- **Expats Blog** - <http://www.expatsblog.com/forum/viewforum.php?id=316>
- **Xpat Loop** - <http://www.xpatloop.com/>
- **Budapest Moms** - <http://www.budapestmoms.com/2010/09/expat-websites-in-hungary/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Hungary.

- **Central European Teaching Program** - <http://www.cetp.info/>
- **Budapest Times** - <http://www.budapesttimes.hu/>



ITA Student Affairs Advisor Erin R. in
Budapest, Hungary

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Hungary

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- [International TEFL Academy's Worldwide Summer Camp and Short-Term Program Finder](#)

Vaccinations

For a list of any vaccinations you may need for Hungary, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/hungary>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Index Page to see if any ITA Alumni are working or have worked in Hungary - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Hungary with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Hungary - http://hungary.usembassy.gov/travel_customs.html.



Italy

Country Overview

The Italian Republic or Italy is located in Southern Europe. The country takes up the entire Italian Peninsula as well as the two largest islands in the Mediterranean Sea, Sardinia and Sicily. The boot-shaped country is home to the Alps, a mountain range that makes its northern border along with volcanos located throughout the country. The country and its capital, Rome, have a very long and interesting history going all the way back to the Roman Empire which dominated Europe for many years. This can be seen in Rome and various cities throughout Italy through beautiful architecture such as the Colosseum, Pantheon, St. Peter's Cathedral, and more.

The Italian people are very social, warm, family-oriented and enjoy their way of life. This lifestyle includes late dinners of pasta and pizza, along with a multitude of wines, cheeses and olive-based products. The piazzas are also an important part of Italian culture as a diverse variety of bars, restaurants, stores and wine shops surround a large fountain located in the center.



Before you travel to Italy

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Italy represents one of the largest job markets in Europe and there are numerous opportunities for ESL teachers particularly in larger cities. Citizens of the U.K. and Ireland will find it far easier going to Italy as many language schools are actually British owned and operated with a pronounced bias towards hiring Britons. Anyone seeking a job in Italy should expect to find something on the ground by visiting schools directly and asking for interviews however, those with EU citizenship or a work permit can sometimes have an easier time finding something in advance.

Jobs will be concentrated in large cities, particularly those with extensive commerce, tourism and/or universities like Rome, Milan, Naples, Florence, Turin and Bologna. We recommend that teachers concentrate your job search in these cities. That being said, jobs can be also found in smaller towns and cities as well as in southern Italy and Sicily (particularly Palermo). Just

be prepared to take more time for your job search, be patient and be prepared to be less selective. Also, pay will likely be lower. Matters like contracts, wages and work conditions can vary widely.

It is common, even for EU citizens not working “under the table,” to be hired and paid in cash off the books, and many teachers work as freelancers at more than one language school at a time. As a first-time teacher, you should not count on being offered a full-time contract at first, especially if you are not an EU citizen. Most first-time teachers typically earn € 12-15 per hour at minimum.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Italy. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

Teaching in Italy at a Glance

The following chart highlights the main requirements for English teachers in Italy, the best way to get a job in Italy, and what a typical job is like for English teachers in Italy.

Degree Requirements	A 4-year degree is required.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	Mid-September/October & January
Low Hiring Months	Christmas-2 nd week in January & August
Interview Procedure	Face to face in Italy
Visa Info	Tourist or Student Visa for non-EU citizens
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$900 - \$1,150 USD per month
Average Monthly Salary	\$900 - \$1,500 USD per month
Estimated Start-Up Costs	\$1,200 - \$2,100 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Italy

The following are the most common types of visas that can be obtained for Italy. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas are the most common for non-EU English teachers to work on in Italy as the majority of schools and employers in Italy will not support a work visa for their teachers. A 90-day tourist visa will be stamped in your passport upon entry into Italy and you will overstay it and work on an expired tourist visa. See the document [How to Find a Job in Italy](#) for procedures and more information.

Work Visa – This type of visa is *very uncommon* for non-EU English teachers to receive in Italy as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers as it is quite an expensive and long process. Work visas are only typically given to those teachers working in international schools.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in Italy at a recognized language school, university, etc. may be eligible to legally work in Italy while studying. Typically, a student visa must be processed before departing for Italy. Contact an Italian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa. International TEFL Academy cannot assist TEFL students with finding language schools or processing student visas.

EU Citizens – Citizens from the EU are able to work legally in Italy without getting a visa. Typically, your employer will assist you with these matters.

General information about work permits throughout the EU can be found at:

http://europa.eu/youreurope/citizens/index_en.htm

Obtaining Italian Citizenship – If you are a US Citizen of Italian descent or married to an Italian national, it is possible that you can obtain Italian citizenship. This will give you the legal right to work in Italy and any other country that is part of the European Union. Contact [Italian Citizenship Assistant Program](#) to find out if you qualify, costs associated with obtaining your Italian citizenship, and the next steps to take.

Documents Needed to Work in Italy

If you are able to work legally in Italy, such as EU Citizens, there may be specific documents that you will need to present to establish your new residence. Please check this website for more information:

http://europa.eu/youreurope/citizens/index_en.htm.

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Resume and Cover Letter in Italian



ITA alumna Charlotte H. in Rome, Italy.

Italian Embassies and Consulates

For more information on Italy and applying for a visa to Italy visit the Embassy of Italy website.

- Embassy of Italy – Canada - http://www.ambottawa.esteri.it/ambasciata_ottawa
- Embassy of Italy – United Kingdom - http://www.amblondra.esteri.it/Ambasciata_Londra
- Embassy of Italy – United States - http://www.ambwashingtondc.esteri.it/Ambasciata_Washington

- **List of Consulates – United States -**
https://ambwashingtondc.esteri.it/ambasciata_washington/en/informazioni_e_servizi/la_rete_consolare

Steps on Finding a Job in Italy

Finding a job in Italy typically requires that the English teacher is already in Italy and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Italy](#) for more information.

ITA's Premier and Associated Schools in Italy

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- **London Plus Languages (LPL)** – Located in beautiful Pompeii, not too far from Naples. London Plus Languages offers English classes (and many other languages) to the citizens of southern Italy. With students ranging from 6 to 60, LPL is a safe place filled with love of sharing knowledge where all can feel free to interact and create bonds with others while always learning something new. Discovering new cultures while teaching students the importance of cultural and educational variety is their ultimate goal. LPL is looking for teachers for 3-5 months or longer (a work visa is available for those who are willing to stay for full year). 300 Euros a month with free housing.

To work for LPL: BA/BS+, native/near-native English speaker, and clean background check

[Complete this application to apply](#) to London Plus Languages

- **Fun English** – Located in Porto Potenza Picena, Marche, Italy, Fun English is a language school that teaches students from 2 to 60 years old. Teachers must have a BA and TEFL and be a native English speaker.

To apply: Submit your resume and cover letter via their website or email.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

Currently, International TEFL Academy is unaware of any recruiters that work with language schools throughout Italy.

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/229>

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Italy is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Italy.

- **International TEFL Academy's Italy School Finder** - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/italy-school-finder.pdf>
- **Italy's Yellow Pages** – <http://www.paginegialle.it/>

Expat Websites – A great way to find out what’s going on in Italy and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **The Informer** - <http://www.informer.it/>
- **Expat Exchange** - <http://www.expatechange.com/italy/livinginitaly.html>
- **Expat Focus** - <http://www.expatfocus.com/expatriate-italy>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Italy.

- **Teach English in Rome** – A directory, rates and reviews, maps and job information on language schools in Rome - <https://teachenglishinrome.com/>
- **Wanted in Rome** - <http://www.wantedinrome.com/>
- **Interexchange** - <http://www.interexchange.org/working-abroad/teach-english-italy>
- **Workaway** - <http://www.workaway.info/hostlist-IT.html>
- **Easy Milano English Newspaper** - <http://www.easymilano.it/>
- **Easy Stanza** – An apartment finding website for Italy - <http://www.easystanza.it/>
- **Friends in Rome** – An apartment finding website for Rome - <http://www.friendsinrome.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

English teaching jobs in Italy are typically found “on the ground” however, there are some job boards that post openings throughout Italy.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Learn 4 Good** - <http://www.learn4good.com/jobs/language/english/list/country/italy/>
- **Insiders Abroad** - <http://www.insidersabroad.com/italy/classifieds/jobs-available-and-seeking/ads>
- **Best Job** - <http://www.bestjob.it/>
- **Cambio Lavoro** - <http://www.cambiolavoro.com/lavoro.htm>
- **Cliccalavoro** - <http://www.cliccalavoro.it/>
- **East Job** - <http://easyjob.it/>
- **Step Stone** - <http://www.stepstone.it/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have

“I am doing really well. I received a ton of call backs and had about 8 interviews set up but I decided to go with Istituto Americano. They offered me a 1 year contract, 20-25 hours a week - and it is the best location! So everything has worked out very well!”

-Amelia P.; Florence, Italy; ITA Online 2011

to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Tutoring Websites:

- **Subito** - <http://www.subito.it/>
- **Milanoinglese** - <http://www.milanoinglese.com/about.html>
- **Romainglese** - <http://www.romainglese.com/about.html>

Other Jobs in Italy

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Summer Camp Websites (more can be found in the Summer Camp Opportunities section):

- **ACLE** - <http://www.acle.org/>
- **Canadian Island** - <http://www.canadianisland.it/en/summer-camps-english/filosofia>
- **Horizons Language Services** - <http://www.horizons.ie/>

Vaccinations

For a list of any vaccinations you may need for Italy, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/italy.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Italy - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Italy with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Italy - <http://italy.usembassy.gov/pet.html>.

Lithuania

Country Overview

This Baltic state is situated on the coast of the Baltic Sea bordered by Latvia, Belarus, Poland, and Kaliningrad. It is part of the Schengen Zone and has a population of just over 3 million people.

Lithuania, which at one point was the largest nation in Europe, was the first Soviet state to declare independence. Here one will find a mix of conservative Catholics and young bohemian culture as well as an incredible variety of Soviet and baroque architecture. Lithuanians have a lot of love for their national sport of basketball and a visitor will also be impressed with a vibrant art and culture scene especially in bigger cities such as Vilnius. Plenty of history, castles, and good beer to explore.

There is also a lot to enjoy in the countryside with a variety of dense forests, hills, beautiful lakes, and of course the coast. Over one-third of the country is covered in forests. And Lithuanians love to get out into nature for some birdwatching, boating, or “berrying” not to mention bicycling and ice fishing. It is also home to the oldest tree in all of Europe, dating back to before The Crusades!



Before you travel to Lithuania

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Though much smaller than its neighbors like [Poland](#) and [Russia](#), the former Soviet Republic of Lithuania is still an available option for teaching English in northeastern Europe in the Baltic Sea region.

The English teaching market in Lithuania is very small and has even shrunk more in recent years, with positions for non-EU citizens most likely being short-term volunteer programs which offer food and board for 4-5 hour days of teaching.

Wages are modest – you certainly won't get rich teaching English in Lithuania, but the cost of living is average, so you should expect to break even while living comfortably. The English teaching job market in Lithuania is strongest in major cities like Vilnius and Kaunas.

Teaching in Lithuania at a Glance

The following chart highlights the main requirements for English teachers in Lithuania, the best way to get a job in Lithuania, and what a typical job is like for English teachers in Lithuania.

Degree Requirements	A 4-year degree is required
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	May and August for a September start date
Low Hiring Months	August and Christmas
Interview Procedure	Phone/skype in advance and Face-to-face in Lithuania
Visa Info	EU Citizenship
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$500 - \$900 USD
Average Monthly Salary	\$500 - \$900 USD
Estimated Start-Up Costs	\$900-\$1500 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Lithuania

Temporary Residence Permit – These permits are extremely difficult for non-EU citizens to obtain as the parameters are very strict.

Tourist Visa – It is common for schools to hire teachers who are on a tourist visa only to work under the table in the Lithuania. This visa is only good for 90 days total over a period of 180 days.

Student Visa – Those who plan to study in Lithuania at a recognized language school, university, etc. may be eligible to legally work in Lithuania while studying. Typically, a student visa (aka a Temporary Residence Permit) must be processed before departing for Lithuania. Contact a Lithuania Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Lithuanian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country

Documents Needed to Work in Lithuania

Required documents:

- An up-to-date photo
- Passport
- A work permit or a written statement from your employer a work contract
- Proof of health insurance
- University diploma
- Documents proving that you have a steady income and/or enough savings with which to support yourself
- Official lease or other legal title
- Proof that you have paid your taxes in the previous year
- Criminal Back Ground Check
- A list of trips and stays in foreign states

Lithuanian Embassies and Consulates

For more information on Lithuania and applying for a visa to Lithuania visit the Embassy of Lithuania website.

- **Embassy of Lithuania – Canada** - <https://ca.mfa.lt/ca/en/>
- **Embassy of Lithuania – United Kingdom** - <https://uk.mfa.lt/uk/en/>
- **Embassy of Lithuania – United States** - <https://usa.mfa.lt/usa/en/>
- **List of Consulates – United States** - <https://embassy.goabroad.com/embassies-of/lithuania>

Steps on Finding a Job in Lithuania

Read International TEFL Academy's information on [How to Find a Job in Lithuania](#) for more information and the steps one should take to gain employment in Lithuania.

ITA's Premier and Associated Schools in Lithuania

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [Vilnius Montessori School](#) – Located in the beautiful capital of Vilnius, Vilnius Montessori is a newer school to Lithuania working with elementary children and teaching in the Montessori method. VMS promotes strong moral and human values. Mixed age is a very important factor of the Montessori classroom. This provides children with possibilities to discover ways of functioning in a real social group. VMS is willing to hire in advance and work with you to process the visa. Requirements: BA/BS preferred, be between 22 and 55 (permit purposes), willing to commit to a full school year and wanting to help a new school grow and become established.

To apply: Email resume and cover letter to chrys@vms.lt

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- Teachaway: <https://www.teachaway.com/teach-lithuania>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Lithuania.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work at in Lithuania.

- **ESLbase Language Schools in Lithuania:** <http://www.eslbase.com/schools/lithuania>

Expat Websites – A great way to find out what's going on in Lithuania and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **InterNations** - <https://www.internations.org/lithuania-expats/guide>
- **Expat Explore** - <https://expatexplore.com/blog/10-reasons-you-will-love-lithuania/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Lithuania.

- **The Lithuanian Tribune** - <https://en.delfi.lt/>
- **The Baltic Times** - https://www.baltictimes.com/news_lithuania/
- **ESL Job Board** - <http://esljobs.biz/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Lithuania specific job boards at this time.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.

- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Lithuania

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Lithuania, check the Center for Disease Control website at <https://wwwnc.cdc.gov/travel/destinations/traveler/none/lithuania>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Lithuania - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Lithuania with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Lithuania- <http://www.pettravel.com/immigration/lithuania.cfm>

Poland

Country Overview

The Republic of Poland boasts one of the highest levels of education in Europe with 90 percent of the population completing their secondary education. The country is located in the heart of Eastern Europe and has served as the historical bridge between the western and eastern parts of the continent. The geographic landscape of the nation vary depending on one's location, with northern border consisting of about 530 kilometers of coastline on the Baltic Sea and the southern border is home to the Polish Tatra Mountains which are part of the Carpathians Mountain range. The rest of the country is shared by farmland, forests and a desert called the Błędów Desert, only one of five in the entire continent.

Since the fall of Communism in 1989, the Polish market economy has been one of the fastest growing in Europe and was the only national economy to not have entered the recession that has troubled other

countries in the European Union. Polish culture is heavily influenced by the Roman Catholic faith with 90 percent of the population practicing Catholicism, one of the largest in Europe. Sports including soccer and volleyball are very popular in Poland, so much that the 2012 UEFA European Football Championship was co-hosted by Poland and Ukraine.

Polish cuisine is very hearty, consisting of different soups and main entrée which include world renowned dishes like pierogies, kielbasa, and bigos. The city of Krakow is Poland's largest tourist attractions where one can visit the ancient Wawel Castle as well as the Main Market Square, the largest medieval square in Europe. Auschwitz, the largest Nazi concentration in Europe, is located about 50 kilometers from Krakow.

Before you travel to Poland

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)



Job Overview

The ESL market in Poland is strong especially in the bigger cities of Warsaw and Krakow however, the Polish tend to have high standards of education and are typically looking for teachers who have a BA (preferred, not required). Many employers and schools are also looking for teachers who have a TEFL certificate as well.

It is pretty common to see that quite a few schools in Poland prefer that their teachers already have EU citizenship or legal working rights in Poland. However, there are schools that will hire non-EU citizens and will help them get a work permit to work legally in the country.

Most jobs in Poland will be through private language schools that cater to adult learners or business professionals however, there are also some opportunities to teach children in summer camps and after school programs or classes. Most teachers will find themselves working between 20 and 30 hours per week and might even take on hours in more than one school and find students to tutor privately on the side to bring in more income.

Teaching in Poland at a Glance

The following chart highlights the main requirements for English teachers in Poland, the best way to get a job in Poland, and what a typical job is like for English teachers in Poland.

Degree Requirements	BA/BS preferred, not required
Contract Length	9 & 12 months
Peak Hiring Months	September, October and January
Low Hiring Months	August, Christmas – second week of January
Interview Procedure	Phone, email in advance and in-person
Visa Info	Work visa
Typical Students	Business Professionals, Children
Average Monthly Cost of Living	\$750-\$1,000 USD
Average Monthly Salary	\$750-\$1,050 USD
Estimated Start-Up Costs	\$900-\$1,800 USD
Housing	Not included
Airfare	Not included

Obtaining a Visa for Poland

Work Visa – A work visa is available to English teachers once they have accepted a position with a school in Poland and are typically valid for one year. The employer will be responsible for filing the paperwork for the work visa. Once the employer obtains the visa paperwork, it will be sent to the teacher who can then apply for the work visa in their home country at a Polish embassy or consulate. However, it is also possible to obtain the [work visa after arrival](#) in Poland as well.

In order to apply for work visa, you will need to prepare and submit the following documents (The documents necessary may vary depending on the consulate that you are applying to):

- Visa fee: 70 Euro
- Travel document (passport)
- Completed and signed visa application form
- Biometric photo
- Health insurance
- Purpose of the visit and necessity of staying in Poland for more than 90 days – employment contract
- Proof of funds that covers the cost of entry, stay and departure from Poland

Temporary Residence Permit – After you have arrived in Poland, you may also acquire a residence permit in addition to a work visa. Residence permits are typically granted for a maximum of 3 years.

Here are the documents that you will need in order to apply for your Residence Permit:

- 4 completed copies of the application
- 3 copies of a valid travel document (passport) and original
- 4 current passport photos in color
- Application fee of 340 PLN and additional fee of 50 PLN for issuance

Tourist Visa – As Poland is a Schengen country, most non-EU citizens are only able to stay in the country for a maximum of 90 days as a tourist. When possible, it is recommended that teachers secure a position in advance and process the work visa prior arriving in Poland. It is, however, possible to enter Poland on a tourist visa, secure a teaching position on the ground, and process a work visa after arriving in Poland.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Poland at a recognized language school, university, etc. may be eligible to legally work in Poland while studying. Typically, a student visa must be processed before departing for Poland. Contact a Polish Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa. International TEFL Academy cannot assist TEFL students with finding language schools or processing student visas.

Other – It is always recommended to contact a Polish Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Poland

Required documents:

- Valid passport
- International Resume and Cover Letter

- Original TEFL Certificate
- Original university diploma
- Any necessary paperwork for your Work Visa and Temporary Residence Permit ([see Visa section](#))

Recommended documents:

- Sample lesson plan
- College transcripts

Poland Embassies and Consulates

For more information on Poland and applying for a visa to Poland visit the Embassy of Poland website.

- **Embassy of Poland – Worldwide** - <http://embassy.goabroad.com/embassies-of/poland>
- **Embassy of Poland – United States** - <http://washington.mfa.gov.pl/en/>



Krakow, Poland

Steps on Finding a Job in Poland

Read International TEFL Academy's guide [How to Find a Job in Poland](#) for more information.

ITA's Premier and Associated Schools in Poland

These are reputable organizations that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs document](#) for more.

- **English Wizards** – Founded in Krakow, English Wizards is a teaching abroad program and a community of teachers with a fantastic support system to live and work successfully as an English teacher in Poland. They offer support with obtaining a work permit, relocation assistance, job finding assistance, freelance/tax invoicing and more. English Wizards offer three distinct options:
 1. [Teach in Poland](#) – placement in a language school. Please see the link for program fee, start dates, and requirements.
 2. [Childhood Education](#) – placement in a preschool or kindergarten. Please see the link for program fee, start dates, and requirements.
 3. [Freelance Teaching](#) – no teaching placement but relocation assistance including getting a work visa.

To apply: Apply through ITA's [referral link](#).

Recruiters

Please refer to [International TEFL Academy's Preferred Recruiters](#) document to see if there are any recruiters that International TEFL Academy recommends in order to find a job in Poland.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Poland.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Poland School Finder](#)

Expat Websites – A great way to find out what's going on in Poland and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Internations Poland** – <http://www.internations.org/poland-expats>
- **Polish Expats Association** - <http://polishexpats.org.uk/>
- **Expat Exchange** - <http://www.expatexchange.com/poland/liveinpoland.html>
- **Polish Forums** - <http://www.polishforums.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Poland.

- **Foreigners in Poland** - <http://www.foreignersinpoland.com/index.html>
- **Polish Association for Standards in Language Education** - <http://www.pase.pl/en/>
- **Transitions Abroad** - http://www.transitionsabroad.com/listings/living/living_abroad/living_in_poland.shtml

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- Teach Poland - <http://teachpoland.com/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Poland

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#)

Vaccinations

For a list of any vaccinations you may need for Poland, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/poland>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Poland - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Poland with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Poland - <http://poland.usembassy.gov/poland/pets.html> or <http://www.pettravel.com/immigration/poland.cfm>.

Portugal

Country Overview

The country of Portugal is a nation with a vast amount of history, culture, and traditions. Portugal is located in the Iberian Peninsula with its neighbor, Spain. The Atlantic Ocean takes up half of the nation's borders, and provides beautiful beaches, delicious seafood, and means of commerce for the country. The north is home to a number of lush forests, valleys and rivers while the coasts of the south and west are well renowned.

Portugal is famous for its olives, oranges, cork and wines. The Douro wine region, which produces the world famous Port wine, is the oldest of its kind in the world. The different regions of Portugal are home to unique cuisine, climate and customs. The cities of Lisbon and Porto are both legal and cultural capitals of the nation. The climate of Portugal is Mediterranean, with spring coming early and summer ending late, making summer a long and great time to be in Portugal. The Portuguese describe their nation as a land of *brandos* costumes and gentle ways.



Before you travel to Portugal

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

While not as large as Spain, Italy or Germany, Portugal offers a good job market, particularly for EU citizens. Schools are becoming less likely to hire teachers without work papers and are becoming less willing to help obtain them. Securing a job in Portugal requires teachers, who are already able to work there legally, to be in the country on the ground during the peak hiring seasons of September and January. It is recommended to apply and send resumes and cover letters ahead of time, and also important to visit schools directly once in-country. The greatest concentration of language schools is found in Lisbon and Oporto. Fewer opportunities may be found in Coimbra, Braga, and smaller towns like Aveiro and Póvoa do Varzim.

For EU citizens and student visa holders, the growing popularity of teaching online affords English teachers another means for earning livable wages in Portugal. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

Teaching in Portugal at a Glance

The following chart highlights the main requirements for English teachers in Portugal, the best way to get a job in Portugal, and what a typical job is like for English teachers in Portugal.

Degree Requirements	A 4-year degree is required
Contract Length	10 – 12 months
Peak Hiring Months	Mid-September – Early October & January
Low Hiring Months	August, Christmas - 2 nd week of January
Interview Procedure	Face to face in Portugal
Visa Info	EU citizenship or Student visa
Typical Students	Business professionals
Average Monthly Cost of Living	\$1,300-\$1,700
Average Monthly Salary	\$1,300-\$1,850
Estimated Start-Up Costs	\$2,300-\$2,900
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Portugal

The following are the most common types of visas that can be obtained for Portugal. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will obtain.

Tourist Visa – It is not common for teachers to work on a tourist visa. Tourist visas in Portugal are only recommended for those who are visiting for a short period of time. A tourist visa will be stamped in your passport upon entry into Portugal and allows you to stay in the country for up to 90 days.

Work Visa – This type of visa is very uncommon for non-EU English teachers to receive in Portugal as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor English teachers as it is quite an expensive and long process, and they have a large pool of native English-speaking EU citizens from which to choose.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Portugal at a recognized language school, university, etc. may be eligible to legally work in Portugal while studying. Typically, a student visa must be processed before departing for Portugal. Contact a consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

EU citizens – Citizens from the EU are able to work legally in Portugal without a visa. Typically, your employer will assist you with these matters.

General information about work permits throughout the EU can be found at:

http://europa.eu/youreurope/citizens/index_en.htm

Documents Needed to Work in Portugal

Required documents:

- Valid passport (have work visa already)
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- University diploma
- College Transcripts
- Sample Lesson Plan

Portugal Embassies and Consulates

For more information on Portugal and applying for a visa to Portugal visit the Embassy of Portugal website.

- **Embassy of Portugal – Canada** - <http://www.canadainternational.gc.ca/portugal/index.aspx?lang=eng>
- **Embassy of Portugal – United Kingdom** - <https://www.londres.embaixadaportugal.mne.pt/en/>
- **Embassy of Portugal – United States** - <https://washingtondc.embaixadaportugal.mne.gov.pt/en/>
- **List of Consulates – United States** - <http://www.embassyportugal-us.org/consulates-in-the-us/>



Steps on Finding a Job in Portugal

Read International TEFL Academy's [How to Find a Job in Portugal](#) for more information and the steps one should take to gain employment in Portugal.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. Currently, International TEFL Academy does not know of any recruiters for Portugal.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Portugal.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work for in Portugal.

- **International TEFL Academy's Portugal School Finder** – <https://cdn2.hubspot.net/hub/67369/file-15197262.pdf>

Expat Websites – A great way to find out what's going on in Portugal and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expats Portugal** - <http://www.expatsportugal.com/>
- **Expat Exchange** - <http://www.expatsexchange.com/portugal/liveinportugal.html>
- **InterNations** - <https://www.internations.org/portugal-expats>
- **Expats in Portugal** - <https://www.facebook.com/groups/expatsinportugal/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Portugal.

- **The Portugal News** - <http://theportugalnews.com/>
- **ESL Base**- <http://www.eslbase.com/schools/portugal>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Dave’s ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **ESL Jobs**- https://esljobs.biz/list/location/portugal_jobs.php?lid=Portugal_jobs.php

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Portugal

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Portugal, check the Center for Disease Control website at <https://wwwnc.cdc.gov/travel/destinations/traveler/none/portugal>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Portugal - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Portugal with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Portugal - <http://www.pettravel.com/immigration/portugal.cfm>.

Romania

Country Overview

Home to ancient monuments, medieval castles, thirteen national parks and one of Europe's largest areas of undisturbed forests, Romania presents a unique culture and landscape. Romania shares borders with Hungary, Serbia, and Bulgaria to the West, Ukraine and Moldova to the East, and the Black Sea to the Southeast. One third of the country is covered by the breathtaking Carpathian mountain ranges while other regions vary from rolling hills to flatlands and even swamps. Along the Black Sea coastline, you will find prominent cliffs looking over Romania's charming beaches. Further inland, Transylvania displays impressive medieval castles throughout the region. Moldavia - located in Northern Romania - presents brilliant wooden churches with gorgeous frescoes painted inside and outside of the buildings.



Because the country is surrounded by many unique nations, Romania boasts a unique and diverse culture. In many rural towns, folkloric costumes are common during Romanian celebrations. Along with any celebrations, Romanians are very proud of their diverse cuisine. The Romanians cook everything from Bulgarian influenced Mititei sausages to Ottoman influenced Sarmale cabbage. Romania is also famous for its wine as it is the ninth largest wine producer in the world. They are especially famous for their plum wine, "Tuica." Getting around is easy for the adventurous traveler with Romania having Europe's fourth largest railroad network. Romania has an endless list of activities and sights to visit. There are thirteen national parks, three biospheres, and ski resorts all along the mountain ranges. Ski resorts are particularly popular for Romanians and tourists because the climate provides abundant snowfall during the long winter months. The Romanian people are very proud of their nation and love to show off everything Romania has to offer.

Before you travel to Romania

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

English is taught throughout Romanian primary schools, resulting in a relatively high level of academic fluency. There is strong interest in the English language by young people who hope to move abroad, and by the growing business sector in Romania. Most positions available will be teaching English to business professionals and high school or college level students. There are also some opportunities to teach children in a summer camp or volunteer setting. Most positions will be part time, and expect to work at multiple schools.

At this time, most paid opportunities will be available to EU citizens, who have the legal right to work in Romania. English teaching positions will most often be found in-country, rather than recruited in advance. American English teachers need to have a TEFL certification to teach in Romania, and official teaching credentials are strongly preferred. Major cities for English teaching jobs are Bucharest, Constanta, Cluj-Napoca, and Lasi.

Teaching in Romania at a Glance

The following chart highlights the main requirements for English teachers in Romania, the best way to get a job in Romania, and what a typical job is like for English teachers in Romania.

Degree Requirements	A 4-year degree is preferred, but not required
Contract Length	Typical contract will be from 9 to 12 months
Peak Hiring Months	September/ January
Low Hiring Months	August
Interview Procedure	Face to face but sometimes in advance by email/Skype
Visa Info	Work visa
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$500 - \$800 USD
Average Monthly Salary	\$300 - \$1,000 USD
Estimated Start-Up Costs	\$600 - \$1,500 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Romania

Long-Stay Visa and Work Permit – There are a few different types of work visas for foreigners working in Romania so depending on what kind of school or company you are working for will depend on the type of visa you get. However, most foreign teachers will apply for the National Long-Stay Visa (D). Non-EU citizens looking for work in Romania must find their job and apply for their long-stay visa before their move to Romania (it cannot be processed within Romania). Non-EU teachers must have a job in advance before they can apply for their long-stay visa in Romania. In order to apply for the long-term visa,

you will need to prepare and submit the following documents: In order to apply for a long-stay visa with the purpose of employment, you must be able to provide the following items with your visa application.

- Employment Permit
- Proof of accommodation
- Proof of Financial means
- Proof of medical insurance
- Criminal record check
- Recent photograph
- International Resume and Cover Letter
- Valid Passport



Peles Castle

Tourist Visa – It is common for schools to hire teachers who are on a tourist visa only to work under the table in the Romania.

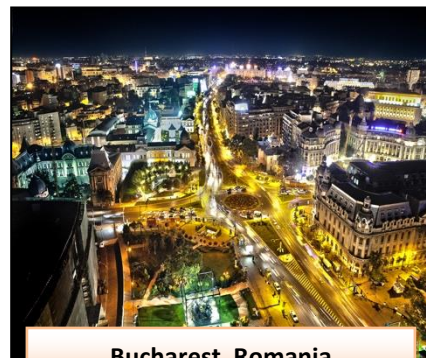
Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Romania at a recognized language school, university, etc. may be eligible to legally work in Romania while studying. Typically, a student visa must be processed before departing for Romania. Contact a Romanian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Documents Needed to Work in Romania

Required documents:

- Valid passport (EU or have work visa already)
- International Resume and Cover Letter
- TEFL Certificate
- University Diploma



Bucharest, Romania

Romanian Embassies and Consulates

For more information on Romania and applying for a visa to Romania visit the Embassy of Romania website.

- Embassy of Romania – Canada - <http://ottawa.mae.ro/>
- Embassy of Romania – United Kingdom - <http://www.romanian.embassy.uk.com/>
- Embassy of Romania – United States - <http://washington.mae.ro/en>
- List of Consulates – United States - <http://embassy.goabroad.com/embassies-of/romania#96>

Steps on Finding a Job in Romania

Read International TEFL Academy's information on [How to Find a Job in Romania](#) for more information and the steps one should take to gain employment in Romania.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- Teachaway – <https://www.teachaway.com/teach-in-romania>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Romania.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work for in Romania.

- **International TEFL Academy's Romania School Finder** - <http://cdn2.hubspot.net/hub/67369/file-408853308-pdf/job-search-guidance/Romania-School-Finder.pdf>

Expat Websites – A great way to find out what's going on in Romania and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Romania** - <http://www.expatoromania.ro/>
- **InterNations** - <http://www.internations.org/romania-expats>
- **Expat Focus Romania** - <http://www.expatfocus.com/expatriate-romania>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Romania.

- **Romania-Insider News** - <http://www.romania-insider.com/>
- **Agerpres** - <http://www1.agerpres.ro/english>
- **The Diplomat** - <http://www.thediplomat.ro/>
- **Seven Times News** - <http://seventimes.ro/>
- **Dave's ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **Serious Teachers Job Board** - <http://www.seriousteachers.com/>
- **ESL Job Board** - <http://esljobs.biz/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Romania specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Romania

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Romania, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/romania>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

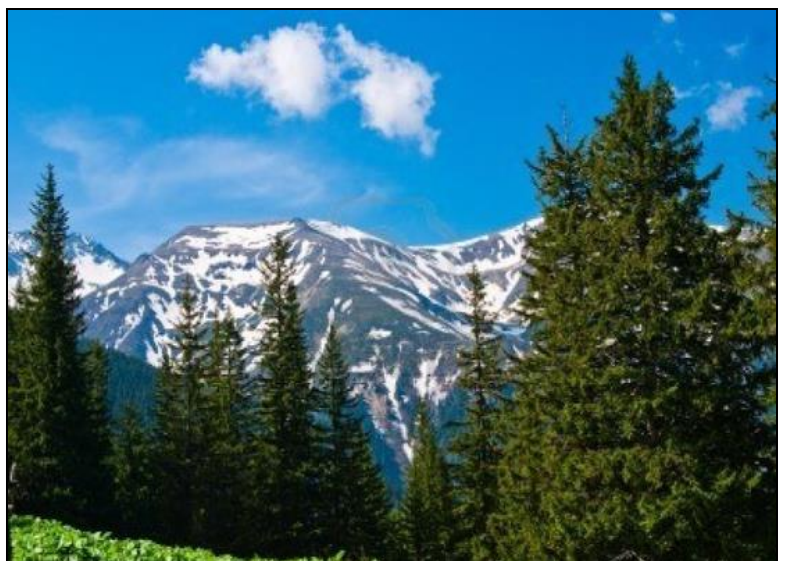
Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Romania - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Romania with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Romania - <http://www.pettravel.com/immigration/Romania.cfm>



Russia

Country Overview

Russia is the largest country in the world measuring in at 17,098,242 square kilometers. Due to its size, there are a variety of climates throughout Russia – such as the cold in Siberia, close to the Arctic Circle, and more humid continental weather in the European parts of Russia. Russia's expanse is also home to Lake Baikal, which is the deepest lake in the world and known to hold one fifth of the world's fresh water. Since the fall of the Soviet Union, Russia has become the world's second largest producer of natural gas and surpassing Saudi Arabia for the role of the world's largest oil supplier.



Russia is home to all these distinctions and more. The two most popular cities to visit are Moscow and St. Petersburg, for there is plenty in both cities to stay busy. The cathedrals in both cities display rare forms of architecture and design, such as the Church of the Savior on Spilled Blood in St. Petersburg. This cathedral lies on the spot where Czar Alexander II was assassinated. Another popular destination is the Peter and Paul Fortress in St. Petersburg, where the remains of almost entire imperial Russian family are kept.

Before you travel to Russia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

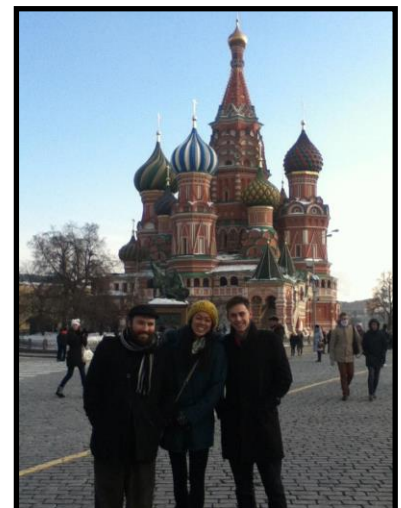
If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Russia is an excellent option for those non-EU teachers who would like to be in Europe but cannot work legally in many European countries such as Spain or Italy. Schools in Russia provide visa support for their teachers coming from abroad and will also hire in advance. Many schools are beginning to prefer a Bachelor's degree and a TEFL Certification.

Although most schools and employers are looking for teachers during the peak months of September and January, the need is so great that teaching positions can typically be



secured year-round. Teachers can also apply to schools and secure positions in advance of being in Russia or they can visit schools directly once they are on the ground.

If a teacher secures a position on the ground, they will have to leave Russia and go to a nearby country to pick up their visa.

Some schools (not all schools) in Russia will offer additional benefits that are difficult to find in most other European countries, such as flight and/or accommodation stipends or reimbursements, end of contract bonuses, transportation, etc. which can make Russia an appealing choice for teaching abroad.

Employment opportunities in Russia can include teaching children or adults in and around the major cities of St. Petersburg and Moscow. Teaching positions can be found elsewhere in the country but the options are much slimmer than in the larger cities.

Teaching in Russia at a Glance

The following chart highlights the main requirements for English teachers in Russia, the best way to get a job in Russia, and what a typical job is like for English teachers in Russia.

Degree Requirements	BA/BS preferred, not required.
Contract Length	Typical contracts are for 6, 9 or 12 months.
Peak Hiring Months	Year Round
Low Hiring Months	August
Interview Procedure	Phone or email in advance, face to face in Russia
Visa Info	Work Visa
Typical Students	Children or Business Professionals
Average Monthly Cost of Living	\$500-\$1,000 USD
Average Monthly Salary	\$500 - \$1,400 USD
Estimated Start-Up Costs	\$1,000 - \$1,800 (This can vary depending on the benefits that you receive from your employer)
Housing	Self-pay; some free housing dependent on job
Airfare	Self-pay; some return flights dependent on job

Obtaining a Visa for Russia

The following are the most common types of visas that can be obtained for Russia. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Visitor Visa – Teachers are able to enter Russia on a Visitor Visa, find a job, and then apply for a Work Visa. Tourist Visas in Russia work a little bit differently than other European countries, however, because you need to obtain one before you enter the country. To enter Russia as a tourist, you will need to supply the following: Visa application form, hotel reservation

confirmation, contract for provision of tourist services with a tourist organization registered with the Russian Federal Tourism Agency.

Work Visa – Schools in Russia will offer visa assistance for their teachers and this can be processed before entering Russia. If a job is secured on the ground, then the teacher must leave the country and visit a neighboring country to retrieve their visa. Once a teacher receives a LOI (Letter of Intent) from their school, they can take this and the following documents to the consulate to apply for their Russian Work Visa:

- Valid passport and scans of all the pages
- HIV/AIDS Test
- Letter of Intent
- Visa Application Form
- Approximately \$130

Visa processing times can vary but it typically takes about one week. Make sure to also check with your school and with your consulate to make sure you have all of the correct documentation.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in Russia at a recognized language school, university, etc. may be eligible to legally work in Russia while studying. Typically, a student visa must be processed before departing for Russia. Contact a Russian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa. International TEFL Academy cannot assist TEFL students with finding language schools or processing student visas.

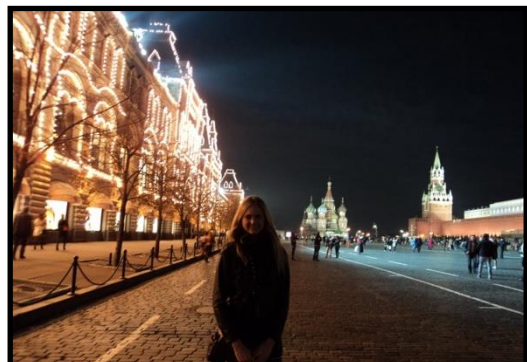
Documents Needed to Work in Russia

Required documents:

- Valid passport
- International Resume and Cover Letter
- Passport Photos
- Visa application form
- HIV/AIDS Test
- LOI (Letter of Intent) from employer

Recommended documents:

- Sample lesson plan
- College transcripts
- Background Check (some schools but not all may ask for this)
- 2 references
- Reference Letter from current employer
- Copy of TEFL Certificate (apostilled)
- Copy of University Diploma (apostilled)



ITA Alumni Sydney Benson in Moscow, Russia

Russian Embassies and Consulates

For more information on Russia and applying for a visa to Russia visit the Embassy of Russia website.

- **Embassy of Russia – United States** - <https://washington.mid.ru/en/>

- **List of Consulates and Embassies of Russia** - <https://washington.mid.ru/en/consular-services/consulate/russian-consulates-in-the-us/>
- **List of Consulates and Embassies around the world** - <http://www.russianconsulates.com/>

Steps on Finding a Job in Russia

Finding a job in Russia typically requires that the English teacher is already in Russia or applying to jobs online ahead of time. Read International TEFL Academy's guide [How to Find a Job in Russia](#) for more information.

ITA's Premier and Associated Schools in Russia

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- **ALT Russia** – Are you interested in diving deep into Russian culture? Alt-Russia is your chance to experience true Russia. They offer multiple programs to suit your need, whether you are looking for a short-term summer camp position, a homestay and language exchange, or teach in a school!

Each program (homestay, teach or summer camp) have different requirements. In order to do the homestay, you must be between 18-60, for teaching between 20-60, and 18-35 for summer camps. Short-term options are available depending on the program.

To apply: Please fill out this [application](#).

- **Language Link** – Language Link has schools throughout the Russian Federation and teaches English to all ages and skill levels. Teachers must have a BA, TEFL, and native English speaker.

To apply: [Apply on Language Link's website](#)

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/110>

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work for in Russia.

- **International TEFL Academy's Russia School Finder** – <http://cdn2.hubspot.net/hub/67369/file-300628017-pdf/job-search-guidance/Russia-School-Finder.pdf?t=1378849890000>
- **EF Education First** - <http://www.ef.com.cn/englishfirst/default.aspx> - EF Education First is the largest private education company worldwide with 25,000 teachers across the globe. They value teachers who seek opportunity and the chance to make a difference in global education.



EF has 35 schools in 20 different cities across the country. They offer competitive salaries, health insurance, professional development opportunities, sponsored visa, and relocation assistance. To work for EF in Russia you must meet the following requirements: have at least one year of teaching experience; hold a passport from the US, Canada, Australia, the UK, Ireland, or New Zealand; have completed all of your compulsory education solely in English; not be over 45 years old. EF Russia has only one intake per year for English teachers which usually occurs in late August or early September.

Expat Websites – A great way to find out what’s going on in Russia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expatica** - <http://www.expatica.ru/>
- **Expat Ru** - <http://expat.ru/>
- **Way to Russia** - <http://www.waytorussia.net/Expat/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Russia.

- **The Voice of Russia** - <http://voiceofrussia.com/>
- **The Moscow Times** - <http://www.themoscowtimes.com/>
- **English Russia** - <http://englishrussia.com/>
- **Teach English in Russia** - <http://www.teachenglishinrussia.net/teach-english-in-russia-schools/>
- **Gubernior** - <http://www.gubernior.ru/eng/>
- **Serendipity** - <http://www.serendipity-russia.com/teach.html>
- **Bonne** - <http://www.bonne-int.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

English teaching jobs in Russia can be found “on the ground” or positions can be found on job boards that post openings throughout Russia.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **TESL Jobs** - http://tesljobs.com/filter.php?id_country=Russia
- **Jobs Abroad Bulletin** - <http://www.jobsabroadbulletin.co.uk/category/country-region/jobs-in-russia/>

“I would suggest being open and eager to learn and to explore the new culture where you are going to be living. Learning the Russian language and culture and being open to meeting people from a totally different background than my own have truly enhanced my experience here. I would definitely recommend teaching in Russia as the need for Native English speakers is incredibly high.”

-Sydney B.; Moscow, Russia; ITA Online 2012

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Russia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Summer Camp Websites (more can be found in the Summer Camp Opportunities section): **CCUSA:** <http://www.ccusa.com/>

Vaccinations

For a list of any vaccinations you may need for Russia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/Russia>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Index Page to see if any ITA Alumni are working or have worked in Russia - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Russia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Russia - <http://www.pettravel.com/immigration/russia.cfm>.



Slovakia

Country Overview

Conveniently located in Central Europe, landlocked Slovakia is famous for its beautiful landscape full of mountains and rolling green hills. The Carpathian Mountain range (including the well-known High Tatras) span the northern half of the country making most of Slovakia's territory mountainous. In addition to being home to many mountains, Slovakia has the highest number of castles and chateaux's per capita.

Slovak cuisine is based mainly on meat combined with flour, potatoes, cabbage and dairy products. Bryndza is a national food treasure made mainly in Slovakia and can be found on any menu in the country. It is a sheep's milk cheese with a very distinguished taste and smell.

Slovakia was renamed the Slovak Republic in 1992 and officially split with the Czech Republic in 1993 making it a sovereign nation. The two still remain close partners and often co-operate with Hungary and Poland as well. Slovakia became a member of the EU in 2004 and began using the Euro in 2009.



Before you travel to Slovakia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Slovakia has long been a country overlooked by tourism and in turn, English teachers. With many foreign English teachers heading elsewhere in the region such as Prague or Budapest, there is a need and demand for native English speaking teachers.

With that being said, non-EU citizens can have a tough time establishing themselves in Slovakia as the visa process can be quite long and pricey. Some schools will assist teachers with the paperwork, but will not assist in covering the expenses.

English teachers typically find work in September, with most contracts ending in June. English teachers should expect to interview and get hired locally however, some schools are open to interviews via Skype. Teachers are responsible for their airfare and housing costs. Teachers can expect to break even on their salary and live a comfortable lifestyle due to the low cost of living in Slovakia. Slovakia's private language schools can be mostly found in Bratislava, Kosice, and Presov.

Teaching in Slovakia at a Glance

The following chart highlights the main requirements for English teachers in Slovakia, the best way to get a job in Slovakia, and what a typical job is like for English teachers in Slovakia.

Degree Requirements	BA/BS Preferred
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	September and January
Low Hiring Months	Summer, Christmas- 2nd week in Jan
Interview Procedure	Interview in person, some interviewing in advance
Visa Info	Work Visa or must be an EU citizen/ already able to work legally in Slovakia.
Typical Students	Business professionals and adults; some children
Average Monthly Cost of Living	\$500-\$800 USD
Average Monthly Salary	\$500-\$800 USD
Estimated Start-Up Costs	\$1,100 - 1,700 USD (This applies to teachers who do not need a work visa)
Housing	Self-pay; sometimes provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Slovakia

Work Permit – If you are a non-EU citizen and do not have the ability to work legally in the EU, *some* schools in Slovakia are willing to sponsor your work visa and assist with the paperwork *but will not pay for it*. The process to obtain a work visa can take up to 3 months and can be quite expensive. This is applied for at the Labor, Social Affairs and Family office. This should be applied for first before the Residence Permit.

Residence Permit – If you are a non-EU Citizen, a blood test must be completed at a hospital in Slovakia as a pre-requisite to obtaining a residence permit. This is applied for at the Foreign Police. It is issued for one year and can be renewed. See below for the documents needed to apply.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Slovakia at a recognized language school, university, etc. may be eligible to legally work in Slovakia while studying. Typically, a student visa must be processed before departing for Slovakia. Contact a Slovakian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Slovakian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English-speaking country.

Documents Needed to Work in Slovakia

Required documents:

- Valid passport (EU or have work visa already)
- International Resume and Cover Letter
- Original TEFL Certificate
- Original university diploma
- Proof of funds (varies; check with Slovak Consulate)
- Criminal Record Check from home country
- Medical Certificate (stating applicant is free of contagious disease)
- Proof of Accommodation
- Document certifying reason for request (paperwork from your school)

Recommended documents:

- Sample lesson plan
- College transcripts

Slovakian Embassies and Consulates

For more information on Slovakia and applying for a visa to Slovakia visit the Embassy of Slovakia website.

- Embassy of Slovakia – Canada - <https://www.mzv.sk/web/ottawa-en>
- Embassy of Slovakia – United Kingdom - <https://www.mzv.sk/web/londyn-en>
- Embassy of Slovakia – United States - <https://www.mzv.sk/web/washington-en>
- List of Consulates Worldwide - <https://embassy.goabroad.com/embassies-of/slovakia>

Steps on Finding a Job in Slovakia

Read [International TEFL Academy's Step by Step Guide on Finding a Teaching Job in Slovakia](#) for more information and the steps one should take to gain employment in Slovakia.

Recruiters



ITA Company Trip 2017 in Bratislava, Slovakia

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- **Teach Away** - <https://www.teachaway.com/teach-in-slovak-republic>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Slovakia.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Slovakia School Finder](#)

Expat Websites – A great way to find out what's going on in Slovakia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Focus** - <http://www.expatsfocus.com/expatriate-slovakia>
- **InterNations Slovakia** - <https://www.internations.org/slovakia-expats>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Slovakia.

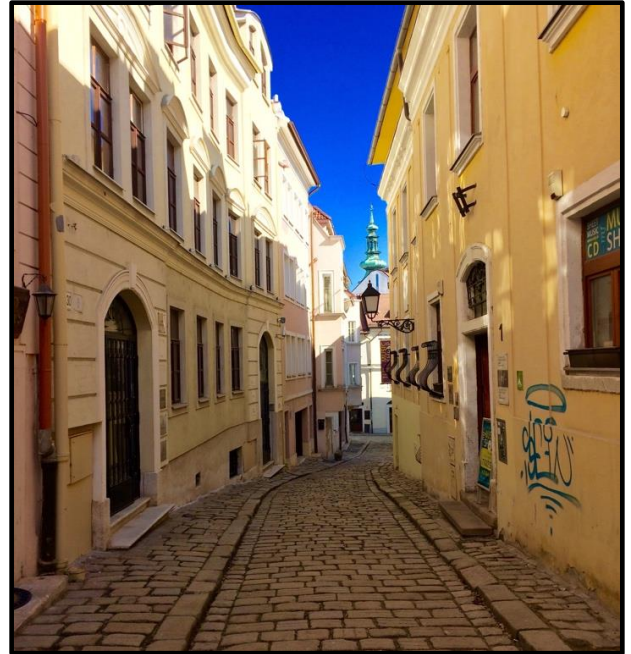
- **Green Pages Spectator** - <http://greenpages.spectator.sme.sk/en.html>
- **Profesia** – <https://www.profesia.sk/en/>
- **Career Jet** – <https://www.careetjet.co.uk/jobs-in-slovakia-123983.html>
- **Dave's ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **Learn 4 Good**- <https://www.learn4good.com/jobs/language/english/list/country/slovakia/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Slovakia specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.



Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Slovakia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Slovakia, check the [Center for Disease Control and Prevention](#) website. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Slovakia - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Slovakia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Slovakia - <http://www.pettravel.com/immigration/slovakia.cfm>.

Slovenia

Country Overview

Slovenia is a small country located in Central Europe bordered by Croatia, Austria, Hungary, Italy and slightly by the Adriatic Sea. It's size and neighbors make it an excellent and exciting destination for travel around Europe. Slovenia is a fairly new member to the European Union as of 2004 and member of the Schengen Agreement as of 2008.

What Slovenia lacks in size, is made up for in natural beauty, culture, and progressive initiatives. The country is mostly mountainous with beautiful Mount Triglav being the highest mountain in the country. There are also over 7,000 kilometers of mountain trails available for exploration.

The capital Ljubljana was awarded the European Green Capital Award of 2016 for all of its efforts in a clean, healthy environment. It was the first European capital to take on the zero-waste policy with mandatory recycling stations and the city center does not allow cars; bicycles and pedestrians only. It is one of the few European capitals that has natural drinking water that does not need pre-treatment. It has also been voted one of the most sustainable tourist destinations in Europe.



Before you travel to Slovenia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

While not as large as some countries in Western Europe, Slovenia offers a decent job market, particularly for EU citizens. As English is taught in the public schools and many Slovenians already have a good grasp of the English language, many schools are becoming less likely to hire teachers without work papers and are becoming less willing to help obtain them.

Securing a job in Slovenia requires teachers, who are already able to work there legally, to be in the country on the ground during the peak hiring seasons of September and January. It is recommended to apply and send resumes and cover letters

ahead of time (especially for non-EU citizens trying to find work there), and also important to visit schools directly once in-country. The greatest concentration of language school and international schools are found in Ljubljana and Maribor.

Those with Canadian or New Zealand citizenship are also eligible to apply for the Youth Mobility Visa.

For EU citizens and student visa holders, the growing popularity of teaching online affords English teachers another means for earning livable wages in Slovenia. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

Teaching in Slovenia at a Glance

The following chart highlights the main requirements for English teachers in Slovenia, the best way to get a job in Slovenia, and what a typical job is like for English teachers in Slovenia.

Degree Requirements	A 4-year degree is preferred
Contract Length	10 – 12 months
Peak Hiring Months	September & January
Low Hiring Months	August, Christmas- 2nd week in Jan
Interview Procedure	Face to face in Slovenia; some in advance interviews
Visa Info	EU citizenship, Student visa, or Youth Mobility Visa
Typical Students	Business professionals
Average Monthly Cost of Living	\$850 - \$1,250
Average Monthly Salary	\$850 - \$1,250
Estimated Start-Up Costs	\$1,200 – 1,850 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Slovenia

The following are the most common types of visas that can be obtained for Slovenia. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will obtain.

Tourist Visa – It is not common for teachers to work on a tourist visa. Tourist visas in Slovenia are only recommended for those who are visiting for a short period of time. A tourist visa will be stamped in your passport upon entry into Slovenia and allows you to stay in the country for up to 90 days.

Work Visa – This type of visa is very uncommon for non-EU English teachers to receive in Slovenia as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor English teachers as it is quite an expensive and long process, and they have a large pool of native English-speaking EU citizens from which to choose. EU nationals will have to complete the following:

- Obtain a temporary residence permit within 3 months of entering Slovenia
- Valid passport
- Health insurance
- Proof of funds
- Job offer/employment paperwork (legitimate purpose for stay)

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at

International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify. People who have [Canadian](#) or [New Zealand](#) citizenship are eligible to apply.

Student Visa – Those who plan to study in Slovenia at a recognized language school, university, etc. may be eligible to legally work in Slovenia while studying. Typically, a student visa must be processed before departing for Slovenia. Contact a consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

EU citizens – Citizens from the EU are able to work legally in Slovenia without a visa. Typically, your employer will assist you with these matters.

General information about work permits throughout the EU can be found at:

http://europa.eu/youreurope/citizens/index_en.htm

Documents Needed to Work in Slovenia

Required documents:

- Valid passport (have work visa, EU Citizenship, or Youth Mobility visa already)
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- University diploma
- College Transcripts
- Sample Lesson Plan

Slovenia Embassies and Consulates

For more information on Slovenia and applying for a visa to Slovenia visit the Embassy of Slovenia website.

- Embassy of Slovenia – Canada - <http://www.ottawa.veleposlanistvo.si/>
- Embassy of Slovenia – United Kingdom - <http://www.london.embassy.si/>
- Embassy of Slovenia – United States - <http://www.washington.embassy.si/>
- List of Consulates and Embassies - <https://embassy.goabroad.com/embassies-of/slovenia>

Steps on Finding a Job in Slovenia

Read [International TEFL Academy's How to Find a Job in Slovenia](#) for more information and the steps one should take to gain employment in Slovenia.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- Teach Away - <https://www.teachaway.com/teach-slovenia>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Slovenia.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work for in Slovenia.

- [International TEFL Academy's Slovenia School Finder](#)

Expat Websites – A great way to find out what's going on in Slovenia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Exchange** - <http://www.expatexchange.com/slovenia/liveinslovenia.html>
- **InterNations** - <https://www.internations.org/slovenia-expats/guide>
- **Expats in Slovenia** - <https://www.facebook.com/groups/expats.in.slovenia/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Slovenia.

- **Slovenia Times** - <http://www.sloveniatimes.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **MojeDelo** - <https://www.mojedelo.com/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.



ITA Alum Jacquelyn D. teaching in Maribor, Slovenia

- Call on export businesses, distribution companies, perhaps even travel agencies.

Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Slovenia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Slovenia, check the Center for Disease Control website for [Travelers to Slovenia](#). It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

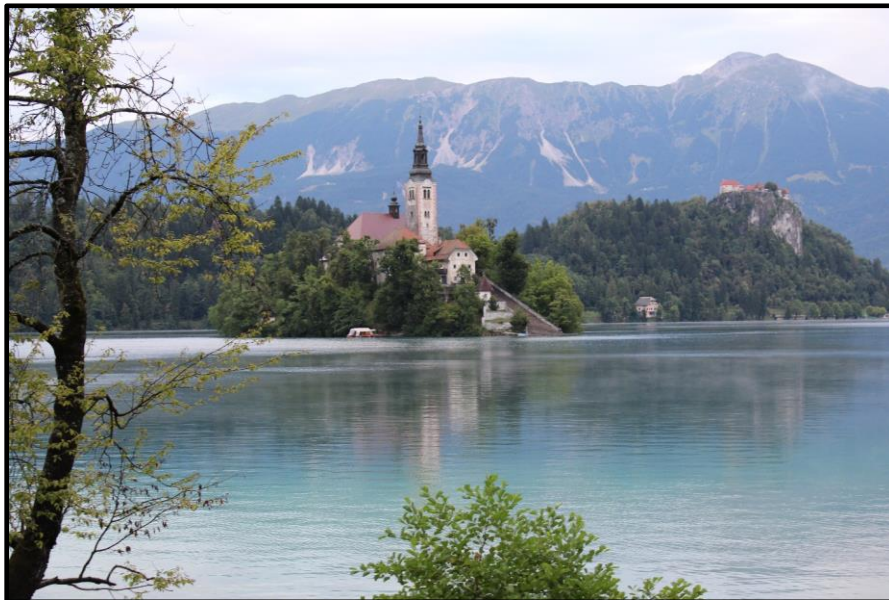
Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Slovenia - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Slovenia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Slovenia - <http://www.pettravel.com/immigration/slovenia.cfm> .



Spain

Country Overview

Spain is a country split into 17 autonomous communities making it an extremely diverse country in terms of cuisine, dialects, languages, and traditions. Spain is considered a smaller country in terms of land mass however, the climate and topography differs throughout the country and does not disappoint. Travelers of Spain can enjoy the Pyrenees Mountains in the northeast, the Sierra Nevada in Andalucía in the south, gorgeous Mediterranean style coasts and beaches, and stunning Atlantic cliffs in the northwest.

The Spanish culture is extremely vibrant with a World Cup winning “fútbol” team, a history of artists that include Salvador Dalí, Pablo Picasso, and Antoni Gaudí, the Flamenco dance, bull fighting, and of course the world renowned Spanish cuisine. Eating tapas and enjoying meals together is the way of life in Spain. The main meal of the day is lunch followed by a much needed “siesta” or nap. The cuisine varies throughout the country but the staples of Spanish gastronomy are various cheeses, chorizo, paella, wine, jamón (ham), and olive oil.

A social life in Spain will not be difficult to achieve as Spaniards are tremendously warm and friendly and seem to be out walking around, sitting in the plaza and enjoying tapas or sangria from early in the day until the wee hours of the night. Spaniards are also known for their fun, partying side with many discothèques not opening until 1 a.m. and closing in the early morning hours.

Before you travel to Spain

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Spain is currently in the top 5 most traveled destinations in the world and is in the top 3 most popular study abroad destinations. This undoubtedly explains why the push to learn English in Spain is so great and therefore, explains why Spain represents one of



the largest job markets for teachers in the world as thousands of teachers are employed each year.

Gone are the days when the majority of non-EU citizens were hired under the table while on tourist visas in Spain. Apart from those who join British Council or government-run assistantship programs which recruit teachers to work in public schools, the majority of foreign teachers have either a student visa, or the legal right to live and work in Spain. The daring few who plan to remain in Spain after their tourist visas have expired will likely not be hired by local schools. Instead, they will earn their income through private tutoring and/or teaching through an online company. Citizenship affects how and where teachers get hired in Spain.

Those who enjoy EU citizenship can sometimes be hired in advance. They are able to find work at language schools or set up private tutoring in cities throughout Spain. Australians, Canadians, and New Zealanders who can secure working holiday visas are also free to work in cities around the county. For those who can't get a work permit (including US citizens,) obtaining a [student visa](#) may be an option. Those who enroll in a recognized study program and take 20 hours of classes a week can apply for a student visa. This visa allows the recipient to work up to 20 hours a week.

Barcelona has a large enough market to support teachers interested in surviving off private tutoring alone, but without a work permit, language schools aren't an option. For more information, read ITA Alumni Lauren O'Rourke's article "[Finding Private Teaching Work in Barcelona](#)". Establishing oneself in Spain without a work permit is not for the faint of heart. Teachers should expect language schools to turn them away if they don't have the proper paperwork. Building a base of private tutoring students takes time and referrals. However, there is a reason Spain is such a popular place for teachers – the country is beautiful and the demand for English teachers is high and those willing to put in some effort can find ways to support themselves tutoring privately or teaching online. For those with the legal right to work in Spain, hiring seasons are critical. We highly recommend arriving in Spain to interview in late September or early October which is the biggest hiring period. A second major hiring period begins in the second week of January and runs for several weeks.

Many positions involve teaching English to business professionals and working in a corporate environment. In summer, many English teachers work at English-language summer camps which provide an opportunity to enjoy Spain's warm summer weather while teaching children in a less formal atmosphere.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Spain. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

Teaching in Spain at a Glance

The following chart highlights the main requirements for English teachers in Spain, the best way to get a job in Spain, and what a typical job is like for English teachers in Spain.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	Late September/October & January
Low Hiring Months	Christmas-2 nd week in January
Interview Procedure	Face-to-face in Spain except government program in advance
Visa Info	Tourist visa, student visa, EU Citizenship
Typical Students	Adults/business professionals, children (esp. w/ government programs)

Average Monthly Cost of Living	\$500 – 1,000 USD per month
Average Monthly Salary	\$800 – 1,500 USD per month
Estimated Start-Up Costs	\$1,700 - 2,850 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Spain

The following are the most common types of visas that can be obtained for Spain. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas are no longer the most common for non-EU English teachers to work on in Spain as the majority of schools and employers in Spain will neither sponsor a work visa nor employ teachers under the table. A 90-day tourist visa will be stamped in your passport upon entry into Spain and should you decide to overstay it and work on an expired tourist visa, your teaching options will be limited to tutoring privately or teaching online. See the document [How to Find a Job in Spain](#) for more information.



Alumni meet up in Barcelona, Spain 2014

Work Visa – This type of visa is *very uncommon* for non-EU English teachers to receive in Spain as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers as it is quite an expensive and long process. Work visas are only typically given to those teachers working in public schools through the Ministry of Education program or international schools.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in Spain at a recognized language school, university, etc. may be eligible to legally work in Spain while studying. Typically, a student visa must be processed before departing for Spain. Contact a Spanish Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

International TEFL Academy has partnered with [TtMadrid](#) and [ITA Barcelona](#) in Spain to assist our TEFL course graduates in obtaining a Student Visa and a teaching job in Madrid and Barcelona. If you're interested in learning more about obtaining a Student Visa in Spain, please read the following documents and contact Student Affairs with any questions you have:

- [Teach English in Madrid with TtMadrid](#)
- [Teach English in Barcelona with ITA Barcelona](#)

EU Citizens – Citizens from the EU are able to work legally in Spain without getting a visa. However you will need to register for a Residence Permit at the local Foreigners' Office and apply for a tax number, known as an “NIE,” which you will need for

official paperwork, taxes, etc. Typically, your employer will assist you with these matters, including your application for social security.

General information about work permits throughout the EU can be found at:
http://europa.eu/youreurope/citizens/index_en.htm

Spanish Embassies and Consulates

For more information on Spain and applying for a visa to Spain visit the Embassy of Spain (Embajada de España) website.

- **Embassy of Spain** – United States - <http://www.spainemb.org/>
- **Embassy of Spain** – A list of Spanish Embassies worldwide - <https://www.spainvisa.eu/embassies/>

Steps on Finding a Job in Spain

Finding a job in Spain typically requires that the English teacher is already in Spain and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Spain](#) for more information.

"I can't even begin to tell you how much easier it is to look for/get a job when you're actually in the country. I am already teaching at two academies and have several private students, and I've only been here a little over two weeks! I'm almost already getting to the point where my schedule is getting too filled up. I never thought I'd have that problem!"

-Maggie V.; Sevilla, Spain; ITA Online 2012

ITA's Premier and Associated Schools in Spain

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [Meddeas](#) – Language assistant program that recruits for public schools all over Spain. There is no program fee. Teachers must be a native English speaker, be a recent university (4 years out), clean criminal record check, and references. Please note that recruiting doesn't begin for these positions until the end of October! For more information, please check out [this webinar](#) hosted by Meddeas.

To apply: [Apply through ITA's Application](#)

- [UP International Education](#) – Language assistant program that hires teachers for infant, primary, and secondary schools all over Spain. Teachers must be a native English speaker, BA/BS preferred (not required), ages 18-35 preferred, and TEFL certified. Positions typically are from October – June with some openings available throughout the year.

To apply: [Apply through ITA's Application](#)

- [ConversaSpain](#) – Language Assistant program in Spain that hires English teachers for public schools in Madrid and Murcia, Spain. There is a program fee which varies so please check their website for the most updated pricing. Teachers must have a 3+ year BA degree for Madrid and Murcia, HS diploma for Murcia, clean criminal record check, and be a native English speaker

To apply: [Apply through ITA's Application](#)

- [RVF International](#) – RVF International cooperates with bilingual public schools all across Spain that are looking for native English speakers from the United States and Canada to teach their native language (English) as language assistant teachers. RVF International Teach English in Spain Program provides visa support, support moving to Spain, support with residency status in Spain, Spanish language courses and cultural immersion opportunities, and complete support throughout the duration of your time teaching in Spain. Teachers must be native English speakers from USA, Canada, Australia, and New Zealand, with Associate’s Degree or higher, ages 18-59, and TEFL certified. Positions typically are from October – April. There is a program fee that covers support, translation of some documents, excursions, and more.

To apply: [Apply through ITA’s Application](#)

- [Britannia Escola](#) - Looking for an English School near Barcelona? Look no further! They teach English to Spanish children, teenagers and adults. Classes are mainly in the afternoon/evening from Monday to Friday. The course starts in September and finishes in June. Looking for teachers who want to teach and enjoy Spain and work with students from ages 6-50. To work for Escola Britannia teachers must have completed high school/A levels or higher, have UK, US, or Canadian citizenship, have the right to work in Spain (EU citizenship, work visa, working holiday visa, or student visa), and have no violent or sexual crimes on their criminal record check.

To apply: [Apply through ITA’s Application](#)

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don’t ultimately hire the English teacher.

Currently, International TEFL Academy is unaware of any recruiters that work with language schools throughout Spain.

English Teaching Programs

[ITA’s English Teaching Programs in France and Spain document](#) outlines all of the programs (some are run by the government and some are not) available to teachers in Spain.

- **BEDA** - <https://www.ecmadrid.org/programs/beda-program?lang=en>
- **ConversaSpain**: <https://www.conversaspain.com/>
- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/239>
- **Meddeas** - <https://www.meddeas.com/language-assistants/>
- **North American Culture and Language Assistants** - <https://www.educacionyfp.gob.es/eeuu/convocatorias-programas/convocatorias-eeuu/nalcap.html>
- **UCETAM** - <https://colegiosbilinguescooperativos.com/>

Please check [International TEFL Academy’s Government and Public School Program Finder](#) for programs located in Spain.

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Spain is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Spain.

- **International TEFL Academy’s Spain School Finder** - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/spain-school-finder.pdf>

- Spain's Yellow Pages – <http://www.paginas-amarillas.es/>
- Spainwise.net - <http://www.spainwise.net/>

E-Books – [Teaching English in Spain](#): A fantastic little guidebook if interested in teaching and living in Spain. Includes information on jobs, visa, experiences, and more!

Expat Websites – A great way to find out what's going on in Spain and to network with other expats is by checking out different expat websites. A few are highlighted below.



- Spain Expat - <http://spainexpat.jobthread.com/>
- Expatriate Café - <http://www.expatriatecafe.com/forums/>
- Absolute Barcelona - <http://www.absolutebarcelona.com/>
- Askalo - <http://www.askalo.es/>
- Mad About Madrid - <http://www.madaboutmadrid.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Spain.

- Barcelona TEFL Teachers Association - <https://www.facebook.com/groups/2229995425/?ref=ts&fref=ts>
- EES Madrid - <http://eesmadrid.es.tl/#>
- Easy Piso - <http://www.easypiso.com/>
- El País - <http://elpais.com/>
- Segundamano - <http://www.segundamano.es/>
- In-Madrid - <http://www.inmadrid.com/>
- CIEE Program - <http://www.ciee.org/teach/spain/>
- Programa Ac - <http://englishlanguageassistants.jimdo.com/>
- Spain Family Homestay Exchange Program - <http://cdn2.hubspot.net/hub/67369/file-400336551-pdf/job-search-guidance/Spain-Family-Homestay-Exchange-Program.pdf?t=1386190241000>

"I also tutor privately on the side for two different companies. I have two adults and two teenagers for these classes. Everything has gone very smoothly, and it actually took less than two weeks to get everything together. It seems crazy, still, looking back on that first week, but I hit the ground running with a plan and just sent out my CV everywhere I could!"

-Sean C.; Madrid, Spain; ITA Onsite Chicago 2012

Housing Websites

- Barcelona Home - <http://barcelona-home.com/es>
- Rooming - <http://www.rooming.com/>
- Idealista – <https://www.idealista.com/>
- Fotocasa – <http://www.fotocasa.es/>
- Easy Piso - <http://www.easypiso.com/>
- Profesor Ingles - <https://profesoringles.net/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

English teaching jobs in Spain are typically found “on the ground” however, there are some job boards that post openings throughout Spain.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Madrid Teacher** - <http://www.madridteacher.com/>
- **LingoBongo** - <http://www.lingobongo.com/>
- **Get Work BCN** - <http://www.getworkbcn.com/>

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)



Tutoring Websites:

- **Tus Clases Particulares** - <http://www.tusclasesparticulares.com/>
- **Club RCI** - <http://worktravelstudyinspain.com/>

Other Jobs in Spain

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Summer Camp Websites (more can be found in the Summer Camp Opportunities section):

- **Forenex** - <http://www.forenex.com/teachers-zone>
- **English Summer** - <http://www.englishsummer.com/eng/trabaja-con-nosotros.html>
- **Camp Adventure** - <http://www.campadventure.de/>

Vaccinations

For a list of any vaccinations you may need for Spain, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/spain.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Spain - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Spain with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Spain - http://www.aphis.usda.gov/regulations/vs/iregs/animals/animal_european_union.shtml.

Turkey

Country Overview

The Republic of Turkey is located in Eurasia as the country is geographically located in both Europe and Asia. This location has made Turkey a very important part of the history of the region. The land that is present day Turkey is considered one of the oldest permanently settled areas in the world. Because Turkey has such close relations with both Europe and Asia, it is in the process of joining the European Union. Istanbul, the country's largest city is home to over 13 million inhabitants. The city itself is the only city in the world to be located in two continents. Two and half of Turkey's borders are coastal areas on the Black and Mediterranean seas.



Turkish culture is composed of a variety of different cultures which have influenced the nation. With its location, the European and Middle Eastern cultures have had a big influence on cuisine, music, arts and literature. Turkish literature, music, and architecture are known worldwide. Turkish cuisine is heavily based on geography as coastal areas consume a variety of fish, vegetable and meat dishes.

Before you travel to Turkey

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

In 2011, the Turkish Ministry of Education announced that they were looking to hire and bring up to 40,000 native English teachers to the country ([Read the full article here](#)). With that being said, the market for English teachers in Turkey is enormous. The bulk of open ESL teaching positions can be found in the largest city, Istanbul, but positions can also be secured in other major cities such as the capital city of Ankara, Bursa and Izmir.

Since Turkey is not yet part of the European Union, Americans and other non-EU citizens do not have to worry about the potential to find jobs or worry about receiving a work visa. Many employers will help sponsor English teachers for work visas and residency permits to work and live in Turkey legally. A Bachelor's degree and TEFL certificate will be needed in order to

receive a work permit. Those who do not have a Bachelor's can receive a residence permit but may have more difficulty finding a job.

Although most schools and employers are looking for teachers during the months of September and January, the need is so great that teaching positions can typically be secured year-round. Teachers can also apply to schools and secure positions in advance of being in Turkey or they can visit schools directly once they are on the ground.

Some schools (not all schools) in Turkey will offer additional benefits that are difficult to find in most other European countries, such as flight and/or accommodation stipends or reimbursements, end of contract bonuses, transportation, etc. which can make Turkey an appealing choice for teaching abroad.

"I teach at a private school that is about a 15-minute walk from the sea. My kids at the school are wonderful! I teach young learners from age 5 to second grade. I try and make the lessons exciting to keep their attention, which also makes it fun for me."

-Lindsey B.; Istanbul, Turkey; ITA Online 2011

Teaching in Turkey at a Glance

The following chart highlights the main requirements for English teachers in Turkey, the best way to get a job in Turkey, and what a typical job is like for English teachers in Turkey

Degree Requirements	A 4-year degree is preferred by employers and required for a work visa.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	Year-round (September & January being the peak months)
Low Hiring Months	August
Interview Procedure	Face to face in Turkey or in advance
Visa Info	Residence Permit & Work Visa
Typical Students	Adults/business professionals and children
Average Monthly Cost of Living	\$550 - \$900 USD per month
Average Monthly Salary	\$550 - \$1,600 USD per month
Estimated Start-Up Costs	\$1,100-\$1,800 (This varies depending on benefits provided by the school)
Housing	Some schools may include this.
Airfare	Some schools may include this.

Obtaining a Visa for Turkey

The following are the most common types of visas that can be obtained for Turkey. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – It isn't unheard of that a school or employer in Turkey will hire an English teacher who is only in the country on a tourist visa but it is becoming less and less common. A tourist visa for Turkey lasts for 90 days and can be bought at the airport or other port of entry in Turkey or at a Turkish Embassy or Consulate outside of Turkey for approximately \$20 USD.

Residence Permit – A teacher can get a residence permit by themselves (without a job or sponsorship of an employer) by submitting the following documents and following these steps to the police headquarters in Istanbul or other major city in Turkey. Although a residence permit allows you to stay in the country legally, you technically are not allowed to work on just a residence permit but as long as your work visa is "in progress" it is okay. The application form can be found on this [website](#). Additional information and documents needed can be found [here](#). It is also recommended to bring a native Turkish speaker with you if possible to your appointment. The permit takes about 1 week to process before it can be picked up and you must obtain a tax number and pay your taxes at a tax office before you receive your residence permit.

The following documentation is needed for the residence permit:

1. Valid passport
2. Photocopy of the information/picture page of your passport (make sure your passport is signed on the appropriate line)
3. 6 passport photos
4. Proof of funds such as a bank statement – equivalent to \$300 USD per month that you are planning to be in the country (6 months=\$1,800 USD)
5. Approximately 687 Turkish Lira permit fee
6. Copy of the application form

Work Visa – The school a teacher is working for should apply for the work permit on their behalf once in the country. It is rare for teachers to receive a work permit in advance of being in Turkey. Some schools will cover the cost for their teachers and some will expect the teacher to pay for the visa.

The following documentation is required for the work visa:

1. Original TEFL Certificate
2. Original university diploma
3. Photocopies of every single page of a valid passport
4. These documents must be notarized and translated into Turkish



ITA Alum Alex R. and girlfriend in front of the Blue Mosque in Istanbul.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in Turkey at a recognized language school, university, etc. may be eligible to legally work in Turkey while studying. Typically, a student visa must be processed before departing for Turkey. Contact a Turkish Consulate for more information on recognized "study abroad" programs and what is required to obtain a student visa. International TEFL Academy cannot assist TEFL students with finding language schools or processing student visas.

Documents Needed to Work in Turkey

Required documents:

- Valid passport
- International Resume and Cover Letter
- Original TEFL Certificate
- Original university diploma
- Proof of funds for Residence Permit
- Passport photos

Recommended documents:

- Sample lesson plan
- College transcripts
- Background Check (some schools may ask for this)

Turkish Embassies and Consulates

For more information on Turkey and applying for a visa to Turkey visit the Embassy of Turkey website.

- **Embassy of Turkey – United States** – <http://vasington.be.mfa.gov.tr/>
- **List of Turkish Embassies and Consulates throughout the world** - <http://embassy.goabroad.com/embassies-of/turkey>

Steps on Finding a Job in Turkey

Finding a job in Turkey typically requires that the English teacher is already in Turkey or applying to jobs online ahead of time. Read International TEFL Academy's guide [How to Find a Job in Turkey](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

- **Teach Away** - <http://www.teachaway.com/teaching-jobs-turkey/>

"Don't accept the first offer you receive. Don't be scared to try a little bit of Turkish! But also don't be afraid to be in the city alone, as a lot of people speak good English, or broken English which is enough to help you. Turkish people are so friendly and always willing to help. However - like anywhere, I guess - females shouldn't be too friendly with the men, or they get the wrong idea. The only other advice - COME TO ISTANBUL! It's an amazing city, with so much history and culture, great food, great life. And so many English teachers are needed. And finally, read 'Istanbul' by John Freely if you need any more convincing!

-Leisa W.; Istanbul, Turkey; ITA Online 2012

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/243>

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work for in Turkey.

- **International TEFL Academy’s Turkey School Finder** – <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/turkey-school-finder.pdf>
- **Turkey’s Yellow Pages** – <http://www.yellowpages.com.tr/tr/>



Expat Websites – A great way to find out what’s going on in Turkey and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **AngloInfo** - <http://istanbul.angloinfo.com/>
- **Expat in Turkey** - <http://www.expatinturkey.com/>
- **Internations** - <http://www.internations.org/turkey-expats>
- **My Merhaba** - <http://www.mymerhaba.com/en/main/index.asp>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Turkey.

- **Hurriyet Daily News** - <http://www.hurriyetaidailynews.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

English teaching jobs in Turkey can be found “on the ground” or positions can sometimes be found on job boards that post openings throughout Turkey.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Kariyer.net** - <http://www.kariyer.net/website/index.aspx>
- **Learn4Good** - <http://www.learn4good.com/jobs/language/english/list/country/turkey/>
- **Serious Teachers** - <http://www.seriousteachers.com/>



ITA Alum Annie Chen at the Grand Bazaar in Istanbul.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Turkey

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- **Summer Camp Websites** (more can be found in the Summer Camp Opportunities section):
- **Language Link** - http://www.jobs.languagelink.ru/jobs/summer_camps/

Vaccinations

For a list of any vaccinations you may need for Turkey, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/turkey>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Index Page to see if any ITA Alumni are working or have worked in Turkey - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Turkey with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Turkey - <http://washington.emb.mfa.gov.tr/Search.aspx?search=pets>.

Ukraine

Country Overview

Ukraine is found in the south-eastern region of central Europe. It is the largest country entirely located on the European continent and borders many nations like Russia, Poland, and Romania. The landscape of this country is vividly diverse from its breathtaking beaches along the Black Sea to its pine forests in the Carpathian Mountains. Extravagant medieval castles and cathedrals are found throughout the nation with striking Austro-Hungarian influence. Whether it is the ancient ruins of the “Ukrainian Pompeii” in Chersonesos or the medieval stone streets of Lviv, Ukraine offers a very diverse range of landscapes.

With nearly 5000 different museums, it is no surprise that Ukraine has a fruitful culture with a distinct way of life. Ukrainians enjoy long meals that tend to focus on lively conversations with family and friends. Kielbasa, cheeses, pierogies, pilaf, and crepes are just a few of the many staples to the decadent Ukrainian diet. Their culture doesn’t stop at food. Festivals of traditional dance, attire, and literature are commonplace in this unique country. Skiing, hiking, and fishing are a few of the most popular activities for tourists to enjoy when they aren’t at Ukraine’s cultural festivals and museums.



Before you travel to the Ukraine

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Ukraine is a market with an expanding market for English Language instruction. Ukraine re-established its independence in the early 90’s with the dissolution of the Soviet Union and starting at the beginning of the 21st century it began to develop closer economic and political ties to the EU and US. These deepening ties have created a strong demand for English Language education, particularly in the fields of business English, and English test preparation. Because of this most positions in



Ukraine are for teaching adults, however there are some opportunities for teaching children.

Most positions in Ukraine are located in larger cities, including the capital Kiev, as well as Odessa and Lviv. Teachers typically secure a position on the ground in Ukraine, however there are some limited opportunities to apply and interview in advance. Most positions will be in one of the many private language schools that have started to meet the rising demand for English language education.

Due to the recent political unrest, there are fewer teachers willing to move to Ukraine, but the opportunities are there for those who are willing to make the move.

Teaching in Ukraine at a Glance

The following chart highlights the main requirements for English teachers in Ukraine, the best way to get a job in Ukraine, and what a typical job is like for English teachers in Ukraine.

Degree Requirements	A 4-year degree is preferred.
Contract Length	Typical contract will be from 10 to 12 months
Peak Hiring Months	September/ January
Low Hiring Months	August, Christmas-2 nd week in January
Interview Procedure	Face-to-face and sometimes in advance
Visa Info	Tourist Visa for non-EU citizens
Typical Students	Adults/business professionals, children
Average Monthly Cost of Living	\$600 - \$925 USD
Average Monthly Salary	\$600 - \$925 USD
Estimated Start-Up Costs	\$1,200 - \$1,800 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Ukraine

Tourist Visa – It is common for schools to hire teachers who are on a tourist visa only to work under the table in Ukraine.

Work Visa – This is not common for teachers to receive, but it can be possible for those who find work in Bilingual or International schools. This can be obtained in advance, but is typically converted from a tourist visa on the ground. The process can be long and complicated, and is not standard across the country.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements,

such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Ukraine at a recognized language school, university, etc. may be eligible to legally work in Ukraine while studying. Typically, a student visa must be processed before departing for Ukraine. Contact a Ukrainian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Ukrainian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Ukraine

Required documents:

- Valid passport (EU or have work visa already)
- International Resume and Cover Letter
- TEFL Certificate
- University Diploma

Ukrainian Embassies and Consulates

For more information on Ukraine and applying for a visa to Ukraine visit the Embassy of Ukraine website.

- Embassy of Ukraine – Canada - <http://canada.mfa.gov.ua/ua>
- Embassy of Ukraine – United Kingdom - <http://www.ukremb.org.uk>
- Embassy of Ukraine – United States - <http://www.mfa.gov.ua/usa/en/>
- List of Consulates – United States - <http://usa.mfa.gov.ua/en/consular-affairs/contacts>

Steps on Finding a Job in Ukraine

Read International TEFL Academy's guide [How to Find a Job in Ukraine](#) for more information and the steps one should take to gain employment in Ukraine.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. Currently, International TEFL Academy does not know of any recruiters for Ukraine.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Ukraine.

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Ukraine Language School Finder](#)



Expat Websites – A great way to find out what’s going on in Ukraine and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expatua** - <http://www.expatua.com/>
- **Expat Exchange** - <http://www.expatechange.com/ukraine/liveinukraine.html>
- **Expat Arrivals** - <http://www.expatarivals.com/ukraine/moving-to-ukraine>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Ukraine.

- **Ukrainian News** - <http://un.ua/eng/>
- **Kyiv Post**- <http://www.kyivpost.com/>
- **Dave’s ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **Learn 4 Good**- <http://www.learn4good.com/jobs/language/english/list/country/ukraine/>
- **Try Ukraine** - <http://tryukraine.com/work/teachers.shtml>
- **TESALL** - <http://www.tesall.com/esl-tesol-jobs?search=Search®ion=Europe&country=&keyword=ukraine&p=1>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Ukraine specific job boards at this time.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Ukraine

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Ukraine, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/ukraine>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Ukraine - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Ukraine with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Ukraine - <http://ukraine.usembassy.gov/pets.html>.

Additional European Countries

There have been quite a few countries in the European region that have not been mentioned or do not have their own section in the Job Search Guidance Manual such as many nations in the [Balkans](#), the [Baltic States](#), and [Scandinavia](#). These particular countries typically do not support a strong demand for foreign ESL teachers or there just simply isn't a substantial ESL market. With that being said, International TEFL Academy does have some minimal information and resources for teachers who have strong agendas to teach in these locations. Please remember that International TEFL Academy generally doesn't advocate that teachers focus their job search in these countries as there are better established ESL markets in other European nations.

The Balkans

Overview

The Balkans are located in southeastern Europe and consist of Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Greece, Kosovo, Macedonia, Montenegro, Serbia, Slovenia, and the European part of Turkey. Most of this part of Europe is covered in mountains and surrounded by the Adriatic, Aegean, and Black Seas which makes this area very beautiful and scenic.

Currently, Bulgaria, Croatia, Greece, and Slovenia are a part of the European Union and Bosnia and Herzegovina and Kosovo are being considered. Greece and Slovenia are currently the only countries that are part of the Schengen Zone (free travel and trade agreement within certain countries in Europe).



Before you travel to the Balkans

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Job prospects in this beautiful and mysterious (at least to Americans) part of Europe vary greatly from country to country with each nation's economic fortunes, though all of these countries are smaller and poorer than major Western European markets like Spain, Italy and Germany. Slovenia tends to offer some good opportunities for teachers who already have EU citizenship or a way to work legally in the country. Croatia offers excellent summer camp teaching opportunities that are happy to hire teachers without EU citizenship.

Opportunities at private language schools typically teaching adults can be found in the other countries but they may be slightly more difficult to come by. Teachers should definitely use ITA's School Finders and send out their resume and cover letter ahead of time, but should keep their expectations set at finding their job in country by visiting schools and interviewing face to face during the major hiring seasons of September and January. Teachers should also be prepared to break even in these markets and not save a lot of money.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

Check out [International TEFL Academy's Preferred Recruiter](#) Index to see if there are any recruiters for the country you are looking to teach in.

Government Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in the Balkans.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting an applying to the schools.

- [International TEFL Academy's Language School Finders Worldwide](#)

Expat Websites

- **Expat Arrivals (Croatia)** - <http://www.expatarrivals.com/croatia/moving-to-croatia>
- **Expat Serbia** - <http://www.expatserbia.com/>
- **InterNations** - <http://www.internations.org/localcommunities/countries/largest>

Country Specific Websites

- Services for Open Learning runs language courses and employs English teachers in several Eastern European and Balkan countries (<http://www.sol.org.uk/en/index.php>)

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in the Balkans specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets, or corner shops
- Run an advertisement in the local paper.

Send notices to local public schools, announcing your willingness to work with local students on their English.

- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, and perhaps even travel agencies.
- Get ESL business cards before you leave your home country that have your name, email address, and phone number on them (if applicable).

Other Jobs in the Balkans

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities or the Summer Camp Opportunities** section.

You can also view the [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for the Balkans, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/list/>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in the Balkans -

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to the Balkans with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to the Balkans: <http://pettravel.com/>.

The Baltic States

Overview

The Baltic States consist of three countries in northern Europe on the Baltic Sea; Latvia, Lithuania, and Estonia. All three countries have been members of the EU since 2004 and have been undergoing a rapid economic expansion. Hence their entrance into the EU and in spite of their separation from the USSR in 1994, each of the countries has undergone a certain level of “russification” or immigration of Russians to these countries. Therefore, many people in this region do speak Russian and in addition to their native language.



Before you travel to the Baltic States

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Very similar to the Balkans, the job prospects as foreign ESL teachers in this part of the world exist but are not as easy to come by as other countries in Europe as the market isn’t as established.

Opportunities at private language schools typically teaching adults can be found but they may be slightly more difficult to come by. Teachers should definitely use ITA’s School Finders and send out their resume and cover letter ahead of time, but should keep their expectations set at finding their job in country by visiting schools and interviewing face to face during the major hiring seasons of September and January. Teachers should also be prepared to break even in these markets and not save a lot of money.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

Check out [International TEFL Academy's Preferred Recruiter](#) Index to see if there are any recruiters for the country you are looking to teach in.

Government Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in the Baltic States.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting an applying to the schools.

- [International TEFL Academy's Language School Finders Worldwide](#)

Expat Websites

- **Expat Exchange Estonia** - <http://www.expatechange.com/estonia/liveinestonia.html>
- **Expat Exchange Latvia** - <http://www.expatechange.com/latvia/liveinlatvia.html>
- **Expat Exchange Lithuania** - <http://www.expatechange.com/lithuania/liveinlithuania.html>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in the Baltic States specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

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- Post notices in schools and universities, coffee shops, supermarkets, or corner shops
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.

- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, and perhaps even travel agencies.
- Get ESL business cards before you leave your home country that have your name, email address, and phone number on them (if applicable).

Other Jobs in the Baltic States

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities or the Summer Camp Opportunities section.**

You can also view the [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for the Baltic States, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/list/>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in the Baltic States - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to the Baltic States with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to the Baltic States: <http://pettravel.com/>.



Scandinavia

Overview

Scandinavia consists of three countries – Denmark, Sweden, and Norway. *(Please note that Finland and Iceland are technically considered Nordic countries and are not a part of Scandinavia).* Norway is the only country that is not currently part of the European Union however, each country is currently part of the Schengen Zone. The southern part of the area has a temperate climate (despite what most people believe) and therefore the southern region is also the most populous. The geography is varied and quite beautiful in this part of the world which includes the Norwegian Fjords, Scandinavian mountains, the moraines, and more.

The culture, history, language, and more varies quite a bit between each country. The Scandinavian cuisine to this day somewhat follows what the Vikings used to consume. It is quite salty and meals usually include a mixture of fish, meats, vegetables, fruits, and more. Unlike many places in the world, fish is actually less expensive than meat in Scandinavia.



Before you travel to Scandinavia

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- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Scandinavian countries offer several challenges to aspiring English teachers, namely they have small populations with a high percentage of English speakers (so the need to import teachers is small), work permits are hard to come by, and the cost of living is high relative to a typical teacher's salary. That said, it is not a highly recommended destination for ESL teachers however, it is not impossible to find opportunities, particularly if you are already living in one of these countries and you have good qualifications (TEFL/TESOL Certification, university degree, teaching experience, etc.)

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

Check out [International TEFL Academy's Preferred Recruiter](#) Index to see if there are any recruiters for the country you are looking to teach in.

Government Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Scandinavia.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting an applying to the schools.

- [International TEFL Academy's Language School Finders Worldwide](#)

Expat Websites

- **Expats Blog Sweden** - <http://www.expatsblog.com/blogs/sweden>
- **Expat in Denmark** - <http://www.expatinddenmark.com/Pages/Home.aspx>
- **Expats Norway** - <http://expatsnorway.com/>
- **InterNations Denmark** - <http://www.internations.org/denmark-expats/guide>
- **InterNations Norway** - <http://www.internations.org/norway-expats/guide>
- **InterNations Sweden** - <http://www.internations.org/sweden-expats>

Country Specific Websites

- **Short-Term and Summer Jobs in Scandanavia** - <http://www.transitionsabroad.com/listings/work/shortterm/scandanavia.shtml>
- In Norway the [Folk University](#) has branches in cities and towns across the country offering all sorts of language teachers, and it does occasionally hire some native English speaking teachers.
- [AAC Global](#), a business services and training firm, provides language training in Finland, Sweden and Russia. Website.
- [Cambridge Institute](#) in Denmark provides specializes in English language training (British and Irish teachers preferred).

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Other Jobs in Scandinavia

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Moving to Scandinavia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Scandinavia:

Denmark: <http://usa.um.dk/en/travel-and-residence/travelling-with-pets-to-denmark/>

Norway: <http://www.petrelocation.com/resources/international-regulations/norway>

Sweden: <http://www.visitsweden.com/sweden/Sweden-Facts/How-you-do-things-in-Sweden/Animals--pets/>

Latin America and the Caribbean

Regional Overview

The region of Latin America encompasses the area stretching from Mexico to the very southern point of South America and even countries in the Caribbean. Romance languages such as Spanish, Portuguese and even French are spoken in the majority of these countries. Learning the language is a very real possibility as many ESL teachers have the time to take classes and learn the language when they are teaching in these countries.

Latin America is one of the most ethnically diverse regions in the world as the inhabitants have come from a variety of ancestries, groups, and races. This has led to a very diverse and vibrant culture in each country with many distinct customs, traditions, and cuisines. For example, Latin America takes a back seat to no other region on Earth when it comes to festivals and celebrations. Carnival is Latin America's most famous festival, but it is just one of hundreds of festivals that occur each year throughout South and Central America. Feria de las Flores (Festival of the Flowers) in Medellin, Colombia, Inti Raymi in Peru, and Dia De Los Muertos (Day of the Dead) in Mexico are just a few fantastic festivals and holidays to check out for great food, drinks, and dancing.



In addition to a diverse culture, the landscape and geography in the region is equally as stunning. Those teaching English in Latin America will encounter some of the most incredible and breathtaking natural beauty on the planet. Whether you are snorkeling off the tropical coasts of the Yucatan in Mexico, visiting the spectacular Iguazu Falls on the borders of Argentina and Brazil, or hiking the Torres Del Paine National Park in Chile, there are endless sights to take in for any adventure enthusiast. Latin America truly has something for everyone!

Job Overview

A combination of rising living standards, integration with the globalized economy and rapid growth in tourism has caused a surge in demand for English instruction throughout Mexico, Central America, South America and some countries in the Caribbean. For the first time in history, the region has a larger number of people in the middle class than living in poverty. Because of this, almost all English students in Latin America will be adults. Many take language classes for career and business reasons.

The vast majority of language schools will only hire locally and as such, the majority of teachers work on tourist visas. For this reason, ITA strongly recommends that you conduct your job search according to the hiring seasons listed on our country chart and that you avoid trying to look for jobs during major holiday periods like Christmas and Easter. Jobs do frequently open

outside of major hiring seasons, but to provide yourself the best chance to land the best jobs, you should plan to be on the ground, contacting schools and applying for jobs during major hiring seasons.

Most people will teach on a tourist permit and extend their stay by renewing their permit after 3 months or crossing the border for a few days and returning again under a new tourist visa. Most teachers break even in Latin America and are able to live a comfortable, modest lifestyle but aren't able to save much money.

Latin American schools tend to be more open to hiring teachers from a variety of different backgrounds. They are more willing to hire non-native English speakers who are fluent in English, teachers who are younger (18 and over) and more mature (teachers into their 60s and 70s), and TEFL certified teachers without a 4 year degree.

Main Points about Latin America

- There are two major hiring seasons in which teachers should expect to be on the ground applying for positions. These peak months are typically February/March and July/August.
- Many schools in Latin America will not sponsor teachers for a work visa (with a few exceptions). Teachers should expect to work on a tourist visa in most countries and cross the border every 90 days to renew their tourist visa.
- English teachers in Latin America are not usually able to save money. Rather, they are able to make enough money to support themselves, pay their bills, and live a comfortable, middle class lifestyle.
- It is quite common for English teachers to work for more than one school and tutor students on the side in Latin America to make enough money to live comfortably. It is also quite common for language schools to outsource teachers to different businesses and travel around the city.
- Overall, the biggest market in Latin America is teaching adults or business professionals in a private language school setting. There are of course exceptions and other positions available but this is what can generally be expected.

What to Find on the Following Pages

The following pages include all the resources one will need to find a teaching job in Latin America and the Caribbean. These resources are divided by country and include, but aren't limited to:

- Country Specific Job Information
- Visa Information
- Required Documents
- Step by Step Instructions on How to Find a Job by Country
- Recruiting Companies (if applicable)
- Language Schools
- Job Boards
- Expat Websites

Index – Latin America Country Specific Information and Guidelines

- [Argentina](#)
- [Bolivia](#)
- [Brazil](#)
- [Chile](#)
- [Colombia](#)
- [Costa Rica](#)
- [Dominican Republic](#)
- [Ecuador](#)
- [Guatemala](#)
- [Honduras](#)
- [Mexico](#)
- [Nicaragua](#)
- [Panama](#)
- [Peru](#)
- [Uruguay](#)

Argentina

Country Overview

With a name meaning “land of silver,” Argentina is rich and vast in land. Bordered on the west by the Andes mountain range and stretching east to the Atlantic coast, the heartland of Argentina is a broad grassy plain known as the Pampas. Within its mountain range, Argentina is home to Aconcagua – the highest peak in the world outside Asia. Because of its geographical distance from north to south, the climate varies from subtropical in its northern regions to arid/sub-Antarctic at its southern tip. Its terrain offers Argentinians an economy that thrives on rich minerals and agricultural products, which enables the country to enjoy the continent’s highest per capita income.

Argentina has an intriguing historical background. After Europeans arrived to this South American country at the beginning of the 16th century, the native peoples died out from diseases. During the late 19th century, Argentina held great promise for immigrants from Europe – an explanation as to why Argentina today is over 95% European. Argentina is also rich in culture; the country exerted the world’s first animated films in 1917 and is home to the Teatro Colón – one of the greatest opera houses across the international front. There is no question that Argentina is also a country rich in history and culture.



“Things down here are going well, personally. Buenos Aires is a great city with great food and people and culture, and more.”

-David G.; Buenos Aires, Argentina, ITA Online 2011

Before you travel to Argentina

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

In addition to being famous for the racy Tango dance and one of the top exporters of beef in the world, Argentina also boasts one of the largest ESL markets in Latin America. There is a large demand for English teachers especially in and surrounding the capital Buenos Aires where many international businesses, restaurants, tour guides, and hotels seek English speaking employees to accommodate their international clients. ESL teaching positions can also be found in smaller cities such as Cordoba, Mendoza, or Rosario although positions in these locations may be more competitive.

The school year in Argentina typically runs from March-December so those seeking employment as ESL teachers are advised to arrive in February or March and July or August to interview and secure a job. The majority of ESL teachers will find their first employment in a language institute once they are on the ground in Argentina.

It is not typical for employers to hire teachers before arrival in the country or assist with work papers or a work visa. ESL teachers without Argentine citizenship can expect to work on their 90 day tourist visa and will need to renew it before the 90 days are over by visiting a neighboring country. Most employers will prefer that their teachers have a four year degree however, it is not required as long as the teacher has a TEFL certificate and work experience.

Many ESL teachers also spend a lot of their time traveling around Buenos Aires to their different jobs as most work at two different schools to support their Argentine lifestyle. ESL teachers typically make around 30-35 pesos an hour (approximately \$7.25-\$8.50). It is also common for English language professionals to tutor individual students on the side to make more money.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Argentina. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

Teaching in Argentina at a Glance

The following chart highlights the main requirements for English teachers in Argentina, the best way to get a job in Argentina, and what a typical job is like for English teachers in Argentina.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	End of February-March & July-August
Low Hiring Months	Christmas-end of February
Interview Procedure	Face to face in Argentina
Visa Info	Tourist Visa
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$800 - \$1,200 USD per month
Average Monthly Salary	\$600 - \$1,100 USD per month
Estimated Start-Up Costs	\$1,500 - \$2,500 USD

Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Argentina

The following are the most common types of visas that can be obtained for Argentina. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas are the most common for English teachers to work on in Argentina, however, they have to be renewed every 90 days. To renew a tourist visa in Argentina an English teacher will need to leave the country before his/her tourist visa expires by visiting a neighboring country. Many teachers take the ferry to Uruguay for the weekend. Upon entry back into Argentina the teacher's passport will be stamped with a new tourist visa. See the document [How to Find a Job in Argentina](#) for procedures and more information.

Work Visa – This type of visa is *very uncommon* for English teachers to receive in Argentina as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers for a work visa as it is quite an expensive and long process (see above). Work visas are only typically given to those teachers working in public schools.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Argentina at a recognized language school, university, etc. may be eligible to legally work in Argentina while studying. Typically, a student visa must be processed before departing for Argentina. Contact an Argentinian Consulate for more information on recognized "study abroad" programs and what is required to obtain a student visa.

Other – It is always recommended to contact an Argentinian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English-speaking country.

Argentina Embassies and Consulates

For more information on Argentina and applying for a visa to Argentina visit the Embassy of Argentina (Embajada de Argentina) website.

- **Embassy of Argentina** – United States - <http://www.eeeuu.mrecic.gov.ar/>
- **Embassy of Argentina** – United Kingdom - <http://www.argentine-embassy-uk.org/>
- **Embassy of Argentina** – Canada - <http://ecana.cancilleria.gov.ar/>

Steps on Finding a Job in Argentina

Finding a job in Argentina typically requires that the English teacher is already in Argentina and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Argentina](#) for more information.



ITA's Premier and Associated Schools in Argentina

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [InterAccess](#) – Based in beautiful Buenos Aires, Argentina, InterAccess' mission is to provide language training to executives in companies by choosing committed professionals that can transmit the learning of their mother tongue in a professional way. You will be a freelance instructor and sent to businesses in the downtown district to teach classes.

To work for InterAccess, you must have a BA degree, be from an English speaking country, TEFL certificate (additional young learners and business English modules are advantageous), teaching experience preferred, and be living in Buenos Aires already or moving there within 2-3 weeks of applying.

To apply: Please fill out this [application](#).

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

Currently, International TEFL Academy is unaware of any recruiters that work with language schools throughout Argentina.

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/139>

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Argentina is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Argentina.

- **International TEFL Academy's Argentina School Finder** - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/argentina-school-finder.pdf>
- **Argentina Yellow Pages** – <http://www.paginasamarillas.com.ar/>

Expat Websites – A great way to find out what's going on in Argentina and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Askalo Argentina** - <http://www.askalo.com.ar/>
- **BA Expats** - <http://baexpats.org/>
- **Buenos Aires International Newcomers Group** - <http://groups.yahoo.com/group/buenosairesinternationalnewcomers/>
- **Expose Buenos Aires** - <http://exposebuenosaires.com/>
- **Living in Argentina** - <http://www.livinginargentina.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Argentina.

- **Buenos Aires Herald** - <http://www.buenosairesherald.com/>

- **La Nación** - <http://www.lanacion.com.ar/>
- **Binational Centers** - http://argentina.usembassy.gov/binational_centers.html

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Argentina are typically found “on the ground” it is rare to find many job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Ingles Net** - <http://inglesnet.com/>
- **TeacherKick** - <http://www.teacherkick.com/jobs/argentina>

“Everything is going well; I got a job in Buenos Aires and have started tutoring one student 3 times a week. Although that's not very much, the place where I am working is opening a new branch in a week and so there will be more students to teach.”

-Sam P.; Buenos Aires, Argentina, ITA Online 2011

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Argentina

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- Road2Argentina - <http://www.road2argentina.com/teach-english-argentina>

Vaccinations

For a list of any vaccinations you may need for Argentina, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/argentina.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Argentina - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Banking

Make sure to always notify your bank and credit card company that you will be traveling abroad.

It is not recommended to use "money changers" to convert your money. There is an exchange booth at the airport or use banks to do so. Make sure the pesos that you receive are always clean and new as many businesses do not accept old bills because counterfeiting is a reoccurring problem in the country.

Moving to Argentina with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Argentina - <http://www.pettravel.com/immigration/argentina.cfm>.

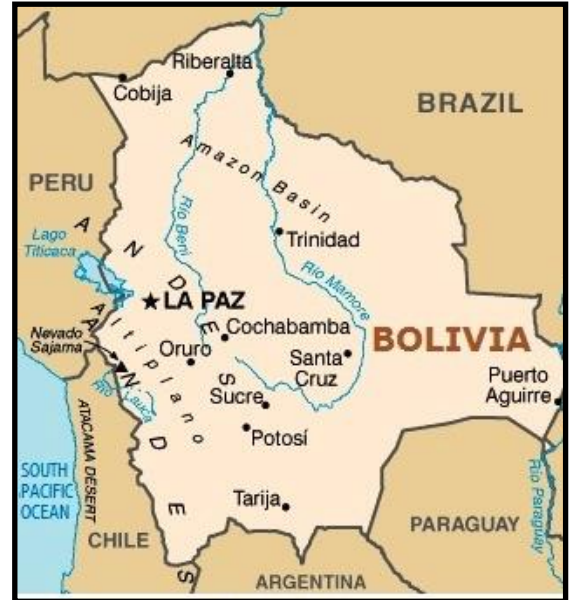


Bolivia

Country Overview

Bolivia is located in South America. The landlocked country is centrally located, southwest of Brazil. Bolivia is home to the Andes Mountains, salt flats, and a number of volcanoes, making for a very beautiful and diverse geographical country. Bolivia's biodiversity and various ethnic groups contribute to the vibrant culture that the country is so proud of and known for. The country has three official languages, which are Spanish, Quechua, and Aymara; however, the need for English teachers has increased in the past few years.

The Bolivian people are very warm and family-oriented, and enjoy their way of life. With a strong indigenous cultural influence, Bolivian food is extremely delicious and authentic. Some of its most famous dishes include: Salteña, which is a meat or chicken pastry that can be found everywhere; Anticucho, which is a skewer of beef and potatoes served with aji de mani sauce; and chicharrones, which are deep fried pork belly snacks.



Before you travel to Bolivia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The ESL job market in Bolivia is emerging. As with many other countries around the world and in the region, the tourism industry is growing steadily which helps create a stable economy and the need for English language instruction. As a result, there are more and more private language institutes opening with the need of native English speakers however, the demand is not yet extremely strong. Since the ESL market in other countries in the region such as Peru, Chile and Argentina is more established, teachers have been flocking to those locations in recent years instead of Bolivia. For those looking to volunteer teach, Bolivia is a great destination as there are many programs and NGOs that provide this opportunity.

Teachers are not going to get rich in Bolivia, but they should be able to break even and earn enough money to cover basic living expenses and live a comfortable lifestyle. Contracts are typically anywhere between 6 and 12 months but shorter contracts are not unheard of. Teachers should also be able to supplement their income by holding private classes or finding individual students to tutor privately on the side.

Teachers are recommended to focus their job search in the larger cities of Bolivia for more opportunities and job openings. La Paz hands down has the biggest market however, Cochabamba and Santa Cruz are also popular destinations which may have some open positions as well.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Bolivia. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.



Director of Student Affairs Karen at the Bolivian border

Teaching in Bolivia at a Glance

The following chart highlights the main requirements for English teachers in Bolivia, the best way to get a job in Bolivia, and what a typical job is like for English teachers in Bolivia.

Degree Requirements	BA/BS preferred, not required
Contract Length	6 and 12 months
Peak Hiring Months	February/March and July/August
Low Hiring Months	Christmas, Carnival, Easter
Interview Procedure	Face to face
Visa Info	Tourist Visa
Typical Students	Business Professionals
Average Monthly Cost of Living	\$800-\$1,300 USD
Average Monthly Salary	\$800 - \$1,300 USD
Estimated Start-Up Costs	\$1,200-\$2,000 USD
Housing	Not included
Airfare	Not included

Obtaining a Visa for Bolivia

Tourist Visa – In order to enter Bolivia, American citizens need a tourist visa which can be applied for at a Bolivian consulate before you enter the country. The tourist visa currently costs \$160 at the consulate and \$135 in country. Bolivian tourist visas are valid for five years from the date of issuance and allow the bearer to enter the country three times in a year for a cumulative stay of not more than ninety days.

Special Purpose Visa – The Special Purpose Visa is very challenging to get once one is already in Bolivia so it is recommended to obtain it beforehand from a Bolivian consulate or embassy. This visa is required by anyone traveling to Bolivia for work.



Admissions Advisor Cassie in La Paz, Bolivia

Documents needed to apply:

- [Visa Form](#) with a recent photo.
- Proof of Yellow Fever shot.
- A letter of intent from the company or organization outlining the nature of business and length of stay.
- Letter requesting visa signed by applicant
- Itinerary or copy of the airline ticket
- All foreigners must present financial proof of funds (bank statement)

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

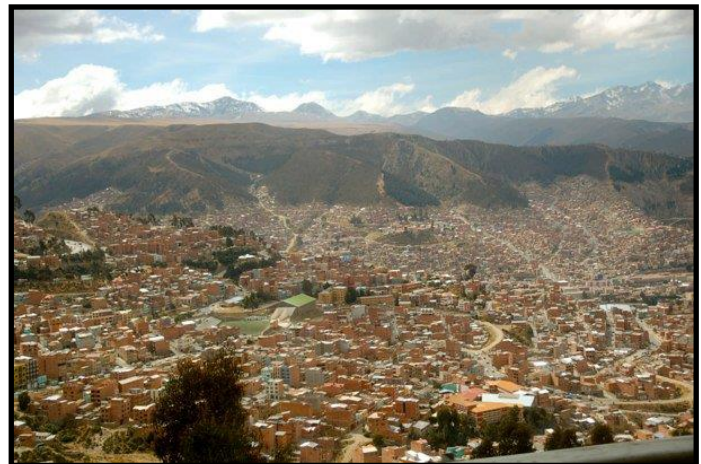
Student Visa – Those who plan to study in Bolivia at a recognized language school, university, etc. may be eligible to legally work in Bolivia while studying. Typically, a student visa must be processed before departing for Bolivia. Contact a Bolivian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Bolivian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English-speaking country.

Documents Needed to Work in Bolivia

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- University Diploma
- Tourist or Special Purpose Visa



Bolivia Embassies and Consulates

For more information on Bolivia and applying for a visa to Bolivia visit the Embassy of Bolivia website.

- Embassy of Bolivia – United Kingdom - <http://ukinbolivia.fco.gov.uk/en/>
- Embassy of Bolivia – United States - <http://bolivia.usembassy.gov/>
- List of Consulates – Bolivia - <http://embassy.goabroad.com/embassies-in/bolivia>

Steps on Finding a Job in Bolivia

Read International TEFL Academy' guide [How to Find a Job in Bolivia](#) for more information and the steps one should take to gain employment in Bolivia.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. Schools in Bolivia typically don't use recruiters.

- Teach Away - <https://www.teachaway.com/teach-in-bolivia>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Bolivia.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Bolivia School Finder](#)

Expat Websites – A great way to find out what's going on in Bolivia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- Expat Blog - <http://www.expat-blog.com/en/destination/south-america/bolivia/>
- Expat Exchange - <http://www.expatechange.com/bolivia/livinginbolivia.html>
- Gringos.com - <http://www.gringos.com/forum/f131/>



Admissions Advisor Felicia at Salar de Uyuni, Bolivia

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Bolivia.

- Workaway - <http://www.workaway.info/hostlist.html?ct=SouthAmerica&country=BO&c=&search=&x=31&y=11>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Bolivia specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Bolivia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Bolivia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/bolivia>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Bolivia -

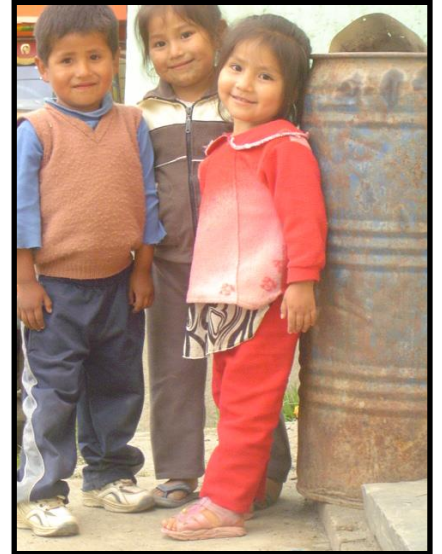
<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Bolivia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Bolivia -

<http://www.petrelocation.com/resources/international-regulations/bolivia>



Brazil

Country Overview

Home to the largest rainforest in the world, Brazil also has the world's 2nd highest Christian population. Being the largest country in South America, Brazil has 13 cities with populations of over 1 million. Its northwestern region is dominated by the Amazon; therefore most of the population resides in the north- and south-eastern areas of the country. Brazil fuels its economy through the production and exportation of goods such as coffee, soybeans and footwear.

Because Brazil comprises nearly half of the South American continent, it is no wonder that the various regions of the country experience different climates – although they are typically derivatives of subtropical or tropical climates. Sunny weather, soft sand beaches and samba music draw tourists to the northeastern region of Brazil. Brazil's growing urbanization rate enhances the country's popularity on the international front, drawing tourists to the multitude of exotic locations across the nation.



Before you travel to Brazil

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The nomination to host the World Cup in 2014 and the summer Olympics in 2016 drew a lot of international attention to Brazil and greatly increased the need for Brazilians to learn English. These international events have enhanced an already large ESL market especially in the more populated cities such as Rio de Janeiro, Sao Paulo, Belo Horizonte, Salvador, Manaus, Recife, and more.

ESL teachers seeking employment should arrive in Brazil sometime either in February or March after the grandiose celebration of Carnival (unless you want to partake in the festival) as many schools are closed during this time. A second hiring period in Brazil occurs in late summer during July and August. It is not typical for employers to hire teachers before arrival in the country or assist with work papers or a work visa. Brazil has different tourist visa laws in comparison to the

majority of other South American countries. Due to the recent changes in the immigration law enforcement, teachers are encouraged to plan to teach students privately as well as online. Feel free to read more about Brazilian tourist visas below under [visas](#).

The majority of employers will prefer that their teachers have at least a Bachelor’s degree however, it is not required in most cases as long as the teacher has a TEFL certificate and work experience. Teachers can expect to make around 4,400-5,100 Brazilian Reais (approximately \$1,200-\$1,400 USD) per month. This is enough money to break even and live a comfortable, yet modest Brazilian lifestyle.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Brazil. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA’s Online School Finder](#) – a great resource for teaching online.

“Brazil is an awesome place to live and work. The people in Manaus are very warm, open, and receptive to Americans. This is an incredible part of the world to live. It is hot but you learn to handle that after a while. I love Brazilian food which consists of rice, beans, manioc flour, and delicious meat. There is not a huge expat community in Manaus but Manaus is very modern with malls, public transportation, and plenty of great restaurants.”

-Grace E.; Manaus, Brazil; ITA Online 2012

Teaching in Brazil at a Glance

The following chart highlights the main requirements for English teachers in Brazil, the best way to get a job in Brazil, and what a typical job is like for English teachers in Brazil.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	March - August
Low Hiring Months	Christmas – end of February
Interview Procedure	Face to face in Brazil; Some in advance
Visa Info	Tourist Visa – Must apply in advance
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$800 USD - \$1,300 USD per month
Average Monthly Salary	\$800 USD - \$1,300 USD per month
Estimated Start-Up Costs	\$1,200 USD - \$2,000 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Brazil

The following are the most common types of visas that can be obtained for Brazil. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – As of November 2017, the Brazilian government implemented [new immigration laws](#) that enforce stricter penalties on employers that hire employees under the table, as well as on tourists that overstay their tourist visa. Employers are now liable for a minimum of BRL 1,000 and maximum of BRL 1 million and employees are liable for minimum BRL 100 and maximum of BRL 10,000. Overstaying the tourist visas will incur a fine of \$5 a day. In order to enter Brazil as a tourist, the majority of nationalities must apply for a 90-day tourist visa through a [Brazilian Consulate](#) before arrival. Prices, processing times, and documentation may vary between all consulates so make sure you check with the appropriate one in your area.

Once you are in Brazil, you may apply to stay in the country for an additional 90 days through the Polícia Federal. See the document [How to Find a Job in Brazil](#) for procedures and more information. Tourists are not legally allowed to stay in Brazil more than 180 days per year.

Work Visa – This type of visa is *very uncommon* for English teachers to receive in Brazil as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers as it is quite an expensive and long process. Work visas are only typically given to those teachers working in public schools.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify -

<http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Brazil at a recognized language school, university, etc. may be eligible to legally work in Brazil while studying. Typically, a student visa must be processed before departing for Brazil. Contact a Brazilian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Brazilian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English-speaking country.

Documents Needed to Work in Brazil

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Brazilian Tourist Visa (Please read the document [How to Find a Job in Brazil](#) for more information)

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Resume and Cover Letter in Portuguese

“Things are going great here in São Paulo! I have found a job and I’m still working on finding an apartment so I’m living at a hostel right now until I can find something else. As for my job, I’m working about 17 hours a week now at a place like Centro Britânico”.

-Whitney S.; São Paulo, Brazil; ITA Online 2011

Brazil Embassies and Consulates

For more information on Brazil and applying for a visa to Brazil visit the Embassy or Consulate of Brazil website.

- **List of Brazilian Embassies Worldwide** - <http://embassy.goabroad.com/embassies-of/brazil>
- **Brazilian Consulates – United States** - http://washington.itamaraty.gov.br/en-us/consular_and_visa_services.xml

Steps on Finding a Job in Brazil

Finding a job in Brazil typically requires that the English teacher is already in Brazil and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Brazil](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

- **Teach Away** - <http://www.teachaway.com/teach-in-brazil/>



Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/141>

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Brazil is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Brazil.

- **International TEFL Academy's Brazil School Finder** - http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/brazil_school_finder.pdf

Expat Websites – A great way to find out what's going on in Brazil and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Americans Living in Brazil:** <http://groups.yahoo.com/group/americanslivinginbrazil/>
- **Expat Exchange Brazil:** <http://www.expatechange.com/expat/index.cfm?frmid=179&forumid=0&dbname=ee&shared=N>
- **Gringoes:** <http://www.gringoes.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Brazil.

- **Brazil Max:** <http://www.brazilmax.com/>

- Associação Brasileira de Culturas Inglesas: <http://www.culturainglesa.com.br/wps/portal/CulturaInglesa>
- Folha de São Paulo Newspaper (English): <http://www1.folha.uol.com.br/internacional/en/>
- The Rio Times: <http://riotimesonline.com/>
- Rio Times article about Teaching English: <http://riotimesonline.com/brazil-news/rio-business/teaching-english-in-rio-de-janeiro/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Brazil are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **TeacherKick** - <http://www.teacherkick.com/jobs/brazil>



Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Brazil

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- **World Endeavors:** <http://worldendeavors.com/programs/volunteer/teaching-in-brazil>

Vaccinations

For a list of any vaccinations you may need for Brazil, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/brazil.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Brazil - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Banking

Make sure to always notify your bank and credit card company that you will be traveling abroad.

Moving to Brazil with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Brazil - <http://www.pettravel.com/immigration/brazil.cfm>.

Chile

Country Overview

Chile has one of the most unique and interesting topographies and geographical configurations in the world. 80% of Chile is covered by mountains because the country straddles a tectonically unstable location in South America. To the east, the Andes mountain range trails along its border with Argentina leading to the Atacama Desert in the north – the driest place on earth. At its southern tip, Chile is home to the city of Punta Arenas which is the southernmost city in the world, and the country also claims Easter Island as well as territory in Antarctica. Its ribbon shape along the Pacific Coast of South America winds around 2500 miles long yet only 100 miles wide on average.

Because of its mountainous terrain, Chile has become largely urbanized with 40% of its population residing in the Santiago region. Most Chileans are of European or mixed European/indigenous ancestry with only 5% of the population having complete indigenous lineage. Modernization, privatization of industries and increased agricultural exportation has boosted the Chilean economy. Tourism is also a profitable means for the country because of the diverse scenery the Chilean landscape has to offer.



“Chile has every different type of climate so if you want to go to the beach one day, skiing in the Andes the next, and go on a desert ride through the Atacama the next day, you can! Besides all of the things you can see and do in Chile, it’s also very easy to travel to neighboring countries. Chile was a great base for traveling to Argentina, Bolivia, and Peru. You get to see so much more than you plan on seeing before you get to Chile”.

-Karen Crone; ITA’s Director of Student Affairs

Before you travel to Chile

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The demand for the English language continues to grow as Chile is one of South America’s most economically stable countries. The largest market for English is with business professionals or adult students in private language schools. Also, teachers are often outsourced to businesses where they will conduct the English class in the student’s place of work.

Most schools begin their school year in March, so this proves to be a good time to find a job. There is also a secondary hiring season in the summer months of July and August when many ESL teachers decide to head back to their home countries.

A typical contract will be between 6 and 12 months, however, schools prefer to hire teachers that plan to stay more permanently. The day-to-day schedule of an English teacher in Chile will vary depending on the needs of the school, but English teachers will usually work around their student’s work or school schedule. This means that English teachers in Chile will often teach classes in the mornings, afternoons, and/or evenings. English teachers in Chile can expect to make up to \$1,200 USD per month, which will cover his/her cost of living and does not allow for much, if any, savings.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Chile. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA’s Online School Finder](#) – a great resource for teaching online.

Teaching in Chile at a Glance

The following chart highlights the main requirements for English teachers in Chile, the best way to get a job in Chile, and what a typical job is like for English teachers in Chile.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	End of February-March & July-August
Low Hiring Months	December – end of February
Interview Procedure	In Advance/Face to Face in Chile
Visa Info	Work visa
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$650 - \$1,000 USD per month
Average Monthly Salary	\$750 - \$1,000 USD per month
Estimated Start-Up Costs	\$1,850 - \$2,250 USD *Includes \$720 work visa fee
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Chile

The following are the most common types of visas that can be obtained for Chile. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

The fee for each visa will vary depending what which country the teacher is originally from. All visa costs can be found on the [Departamento de Extranjería y Migración website](#).

Tourist Visa – Very few teachers work long term on tourist visas in Chile because many schools will help sponsor a teacher to receive a work visa. However, if a teacher is working on a 90-day tourist visa they will need to renew it by leaving the country before his/her tourist visa expires by visiting a neighboring country. Upon entry back into Chile the teacher’s passport will be stamped with a new tourist visa. Many teachers do enter Chile on a 90-day tourist visa and then have a work visa processed once they are in the country. See the document [How to Find a Job in Chile](#) for procedures and more information.

Work Visas – **Please note the visa process for Chile has recently changed as of summer 2018. Because of this, the immigration offices in Chile are flooded with applications and are quite behind. Therefore, it is highly recommended to try and obtain a job and process your work visa from your home country before arriving in Chile**

It will depend on your employer in Chile which work visa you apply for and receive:

- **Subject to Contract Visa ([Visa Temporaria Sujeta a Contrato](#))**
 - Please research the [Chilean Consulate](#) in your jurisdiction to learn the process, requirements, and necessary paperwork to process your visa
 - Required documents can include valid passport, notarized work contract, FBI Background Check, passport photos, and a bill of health from a doctor
 - Cost - \$600 USD for US Citizens
 - Takes approximately three months to process from the USA
 - Must enter Chile within 90 days of receiving the visa
 - Good for 730 days (2 years) and can be extended

- **Professional Visa ([Visa Temporaria para Profesionales y Tecnicos](#))**
 - Please research the [Chilean Consulate](#) in your jurisdiction to learn the process, requirements, and necessary paperwork to process your visa
 - Must have an apostilled BA degree to obtain this visa
 - Cost - \$470 USD for US Citizens
 - Good for 365 days (1 year) and can be extended

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy’s Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in Chile at a recognized language school, university, etc. may be eligible to legally work in Chile while studying. Typically, a student visa must be processed before departing for Chile.

Contact a Chilean Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Chilean Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Chile Embassies and Consulates

For more information on Chile and applying for a visa to Chile visit the Embassy of Chile (Embajada de Chile) website.

- **Embassy of Chile** – United States - <https://chile.gob.cl/estados-unidos/en/>



- **Embassy of Chile** – United Kingdom - <http://chile.embassyhomepage.com/>
- **Embassy of Chile** – Canada - www.chile.ca/en/
- **Embassy of Chile** - Australia - <http://chileabroad.gov.cl/melbourne/en/sobre-el-consulado/quienes-somos/consul/>
- **Chilean Consulates in the United States:** <https://chile.gob.cl/en/consulados/>
- **Consulate General of Chile in London:** <http://chileabroad.gov.cl/londres/en/>
- **Ministry of External Relations:** <http://chileabroad.gov.cl/en/>

Steps on Finding a Job in Chile

Finding a job in Chile can sometimes be done in your home country or on the ground in Chile. Read International TEFL Academy's guide [How to Find a Job in Chile](#) for more information.

ITA's Premier and Associated Schools in Chile

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [Engintel](#) - Located in the heart of Santiago, Engintel employs enthusiastic and hardworking teachers to different businesses and companies around Santiago. To work for Engintel you must meet the following criteria: have at minimum a bachelor's degree, native English speakers preferred, taken the additional modules in Teaching English to Business Professionals and Young Learners if in the online class. Finance and business majors are a plus.

To apply: Submit your resume and cover letter to Francisca Sanchez at direccion_academica@engintel.cl

- [Beyond English](#) – Based in Santiago, Chile, Beyond English is an online company seeking to hire teachers based in the US or Chile to teach children ages 4-14 and adults. Most students are from Chile but Beyond English is expanding to offering online ESL learning to all over Latin America. Teachers must commit to a 6-month contract and have a TEFL certificate, BA degree, and no criminal record.

To apply*: Submit your resume and cover letter to apply@beyond-english.org

*The intro video must include an answer to one of the following questions:

What is your ideal environment for professional growth?

What makes you happy?

Describe a teacher that has inspired you.

- [Smooth Talkers](#) – Located in Santiago, Smooth Talkers teaches English to students ages 8 to 70. They are usually looking for around 20 teachers per year and will hire in advance and assist with the work visa. Requirements are BA, TEFL and clean criminal record.

To apply: On their website or email seleccion@smoothtalkers.cl

- [Dynamic English](#) – Located in Santiago, Chile, Dynamic English offers ESL classes to adult students but occasionally has classes for young children or adolescents. Currently, Dynamic English is only offering classes online however, teachers who are permitted to work in Chile or the US can work from anywhere. Dynamic English will also sponsor a visa for teachers to come work online from Chile until classes are able to run in person again. To work for Dynamic English, you must meet the following criteria: native English speaker (to work in Chile), US or Chile citizen (to work online), BA degree, and a TEFL certificate.

To apply: Submit your resume and cover letter to jobs@dyneng.cl

Recruiters & Programs

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher. Currently, International TEFL Academy is unaware of any recruiters that work for schools in Chile.

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/142>

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Chile is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Chile.

- **International TEFL Academy's Chile School Finder** - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/chile-school-finder.pdf>
- **Chile Yellow Pages** – <http://www.chilnet.cl/>

Expat Websites – A great way to find out what's going on in Chile and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Internations** - <http://www.internations.org/santiago-de-chile-expats>
- **Expat Exchange** - <http://www.expatechange.com/expat/index.cfm?frmid=187&forumid=0&dbname=ee&shared=N>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Chile.

- **Mejores Datos** - <http://www.mejoresdatos.cl/>
- **El Mercurio** - http://pram.elmercurio.com/Login.aspx?SSOAuthStatus=0&SSOTargetUrl=http%3a%2f%2fdiario.elmercurio.com%2f2012%2f12%2f06%2f_portada%2findex.htm&ApplicationName=EM30
- **La Tercera** - <http://www.latercera.com/>
- **Ministry of External Relations** - <http://chileabroad.gov.cl/en/>
- **Departamento de Extranjería y Migración** - <http://www.extranjeria.gob.cl/#>
- **Yapo** - <http://www.yapo.cl/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Chile are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Ingles Net** - <http://inglesnet.com/>
- **TeacherKick** - <http://www.teacherkick.com/jobs/chile>

“Right now, I’m working for an institute here in Santiago. The institute is a small operation - including myself and my boss we’re six in total - but with the Central Bank of Chile as their principle client, there’s no paucity of available classes. I found out about the institute when I met one of my current colleagues on a hike outside of Santiago after I graduated from my TEFL course at Bridge LinguatEC.”

-Roger R.; Onsite Santiago, Chile TEFL Course; 2012

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)



Other Jobs in Chile

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

English Opens Doors – <http://www.centrodevoluntarios.cl/> - “Supported by the Chilean Ministry of Education and the UN Development Programme, the English Opens Doors program works with native and near-native English speakers between 21 and 35 years old to teach English in Chile under the direction of head teachers in public and semi-private schools.”

Vaccinations

For a list of any vaccinations you may need for Chile, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/chile.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Chile - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Banking

Make sure to always notify your bank and credit card company that you will be traveling abroad.

To open a bank account in Chile you are required to have a permanent ID number which can take up to three months after your arrival. Most teachers don't end up opening a bank account in Chile because the process is very confusing and can be costly. You will need to carry cash for at least the first three months (if you chose to go through the process of opening a bank account).

Moving to Chile with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Chile - <http://www.pettravel.com/immigration/Chile.cfm>.

Colombia

Country Overview

The Republic of Colombia, or Colombia, is located in the Northwest region of South America. The country lies on the border between South and Central America, and is surrounded by two bodies of water. Colombia is known for its diverse geography, including six unique regions: the Amazon, which comprises the Southeastern region; the Andes, which holds a beautiful array of mountains, valleys, and rivers; the Caribbean, which includes the Northern coastal plains and beaches; the Insular, which comprises the continental territories of Colombia in the Caribbean; the Orinoquia, colloquially known as the Eastern Plains; and the Pacific, which includes the Northwest coastal and mountain areas. Colombia is well known for its animal and floral biodiversity. The country and its capital, Bogotá, share a long history of Spanish rule, making Spanish the official language. However, there are over sixty recognized languages, as well as a number of strong ethnic backgrounds of people. These vibrant multicultural aspects vary depending on the region of the country. Major cities include Bogotá, Medellín, Cali, Barranquilla, and Bucaramanga.



The Colombian people are very social, warm, family-oriented, and enjoy their way of life. Most Colombians would consider themselves to be Roman Catholics, an important influence in everyday life. Similar to other South American cultures, greetings and goodbyes show a sign of friendship and respect. Typically, Colombian food is delicious, vibrant, and rich in flavor. Common dishes include: Ajiaco, a soup with chicken, vegetables, and a special herb called guasca; Arepa, a basic pancake-like piece of bread that is a side to any Colombian meal; and Arroz con Coco, a side of white rice cooked in coconut milk with water, salt, and sugar. Popular attractions include hiking and hanging out on the beach.

Before you travel to Colombia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

With the growth of trade and the popularity of English language media in Colombia, the English language market is booming. Past associations with drug related crime and violence are beginning to subside and many English teachers are heading to Colombia to enjoy all the country has to offer, including stable English teaching positions.

Most jobs in Colombia are going to be found in the major cities such as Bogota, Medellin, Barranquilla, Cali, Cartagena, and Bucaramanga. Positions are typically teaching adult students or business professionals in private language schools and can sometimes be secured in advance of being in Colombia. However, teachers should expect to go in person to these schools to request an interview and acquire an ESL teaching job.

Colombia is also a Latin American country where teachers have the opportunity to obtain a work visa as some schools will help with the process. However, some schools are okay with their teachers working as freelancers and saying on their tourist visa. Obtaining a visa will really depend on the school that the teacher is working for.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Colombia. Teaching online can be done from anywhere with internet access. Be sure to take a look at ITA's Online School Finder – a great resource for teaching online.

Teaching in Colombia at a Glance

The following chart highlights the main requirements for English teachers in Colombia, the best way to get a job in Colombia, and what a typical job is like for English teachers in Colombia.

Degree Requirements	BA/BS not required but preferred
Contract Length	Typical contract will be from 11-12 months
Peak Hiring Months	January – March & July – August
Low Hiring Months	December
Interview Procedure	Interview in person in Colombia/ Some hiring in advance
Visa Info	Tourist Visa or Work Visa
Typical Students	Business professionals
Average Monthly Cost of Living	\$500 - 1,050 USD
Average Monthly Salary	\$500 - 1,050 USD per month
Estimated Start-Up Costs	\$1,000 - 1,600 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Colombia

The following are the most common types of visas that can be obtained for Colombia. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Depending on the school you work for, you may be working on your tourist visa which is stamped in your passport upon entry into the country and is good for 90 days. Before the tourist visa expires, travelers can request another extension of 90 days at the [Colombian Immigration Authority](#). After this, you will need to leave the country, visit a neighboring country, and return to Colombia to get a new tourist visa stamped in your passport every 90 days.

Work Visa – The work visa that most teachers are able to obtain is the M-5 Visa. If a job is secured before heading to Colombia, this visa can be processed at the nearest Colombian consulate. However, if a job is secured once in Colombia, you can apply in person in Bogota at the [Ministerio de Relaciones Exteriores Office](#).

Documents and other materials needed to acquire this visa are:

- A visa application
- Passport and copies of the information page and last stamp of entry into Colombia in your passport
- Paperwork provided by the employer such as bank statements, work contract, and letter of motivation
- Passport style face photo with white background
- Approximately \$282 USD for the visa fee

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.



ITA Advisor Jeff and friends in Medellin

Student Visa – Those who plan to study in Colombia at a recognized language school, university, etc. may be eligible to legally work in Colombia while studying. Typically, a student visa must be processed before departing for Colombia. Contact a Colombian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Colombian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Colombian Embassies and Consulates

For more information on Colombia and applying for a visa to Colombia visit the Embassy of Colombia (Embajada de Colombia) website.

- **Embassy of Colombia in Bogota – Canada** - <http://www.bogota.gc.ca>
- **Embassy of Colombia in Bogota – United States** - <http://bogota.usembassy.gov/>
- **List of Consulates Worldwide - Colombia** - <https://www.embassypages.com/colombia>

Steps on Finding a Job in Colombia

Finding a job in Colombia either requires that the English teacher is already in Colombia and finds a job by visiting language schools in person or applies in advance. Read International TEFL Academy's guide [How to Find a Job in Colombia](#) for more information.



ITA Alum Elisa Cruz and students in Bogota

ITA's Premier and Associated Schools in Colombia

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [BBE Languages](#) – Located in the heart of Bogota, BBE Languages caters to business professionals. Teachers are sent to different clients around the city to teach English. Most teachers work about 20 hours per week. Requirements are apostilled BA degree, TEFL certificate, and native English speaker.

To apply: Submit the following [application](#).

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

- **Teach Away** - <http://www.teachaway.com/teach-in-colombia>

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/143>

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Colombia is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Colombia.

- [International TEFL Academy's Colombia School Finder](#)
- **Colombia Yellow Pages** – <http://www.quehubo.com/colombia/>

Expat Websites – A great way to find out what's going on in Colombia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **April International** - <http://en.april-international.com/global/destination/expatriate-colombia>
- **Expat Exchange** - <http://www.expatsexchange.com/colombia/livingincolombia.html>
- **Expat Focus** - <http://www.expatfocus.com/expatriate-colombia>
- **Lonely Planet** - <http://www.lonelyplanet.com/colombia/sights>
- **World of TEFL** - <http://worldoftefl.com/teaching-english-in-colombia/>
- **Medellin Guru** - <https://medellinguru.com/>
- **Medellin Living** - <https://medellinliving.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Colombia.

- **Bogota Free Planet** - <http://bogotafreeplanet.com/>
- **Learn4Good** - <http://www.learn4good.com/jobs/language/english/list/country/colombia/>
- **Workaway** - <http://www.workaway.info/hostlist-CO.html>
- **Dave's ESL Café** - http://www.eslcafe.com/search/Jobs/Latin_America/Colombia/
- **Traveller's Quest** - <http://www.travellersquest.com/tefl-abroad/country/colombia>



Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Colombia can be found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Teacher Kick** - <http://www.teacherkick.com/jobs/colombia>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Colombia

- For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Colombia, check the Center for Disease Control website at <http://www.cdc.gov/globalhealth/countries/colombia/>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Moving to Colombia with your Pet

Updated: June 22, 2023

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Colombia - <http://www.pettravel.com/immigration/Colombia.cfm>.

Costa Rica

Country Overview

Costa Ricans were discovered to be happiest people in the world according to the New Economics Foundation in 2012. Ticos (as Costa Ricans call themselves) are the most content people overall, have the longest life expectancies, and leave a very small ecological footprint compared to many other countries. This makes complete sense of a country, a people, and a culture whose motto and way of life is described as a Pure Life or “Pura Vida”. The happiest country in the world also produces delicious coffee and a spicy Caribbean-infused cuisine full of fruits, vegetables, rice, beans, and a variety of meats.

Costa Rica has a very diverse topography and a warm (and sometimes very hot) climate due to its proximity to the equator. This allows travelers to enjoy various activities from water sports or enjoy the beaches on the bordering Caribbean Sea or Pacific Ocean, spot wildlife and explore in various rainforests and national parks, white water raft on various rivers, visit hot springs, and more! The allure of these outdoor activities and a rich Latin culture makes Costa Rica one of the most traveled destinations in Latin America.



Before you travel to Costa Rica

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The small country of Costa Rica receives approximately 1.5 million visitors every year due to the boom of tourism and American companies relocating to the country making English language instruction extremely important. Finding a job in Costa Rica typically requires that the English teacher is already in Costa Rica and finds his/her job by visiting schools in person. The majority of jobs are located at private language schools and are more abundant and easier to find in larger cities. Language schools in smaller towns find it more difficult to afford to pay English teachers a decent wage.

Because of the large surge in tourism and American business in Costa Rica, the majority of the ESL students in language schools are going to be adults or business professionals trying to better their English skills for their career. A typical contract will be between 6 and 12 months, however, schools prefer to hire teachers that plan to stay on and teach long term. The day-to-day schedule of an English teacher in Costa Rica will vary depending on the needs of the school, but English teachers will

usually work around their student’s work schedules. This means that English teachers in Costa Rica will often teach classes in the mornings, lunch hours, and/or evenings after work. English teachers in Costa Rica can expect to make up to approximately \$600 USD per month, which will cover his/her cost of living and does not allow for much, if any, savings.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Costa Rica. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA’s Online School Finder](#) – a great resource for teaching online.

“I love Costa Rica :) My homestay is amazing, and the life and culture here is as tasteful as expected.”
 – Chelsea T.; Heredia, Costa Rica; ITA 2011

Teaching in Costa Rica at a Glance

The following chart highlights the main requirements for English teachers in Costa Rica, the best way to get a job in Costa Rica, and what a typical job is like for English teachers in Costa Rica.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	All Year Round
Low Hiring Months	Christmas-2 nd week in January
Interview Procedure	Face to face in Costa Rica/Some hiring in advance
Visa Info	Tourist Visa
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$700 - \$900 USD per month
Average Monthly Salary	\$700 - \$900 USD per month
Estimated Start-Up Costs	\$1,200 - \$1,800 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Costa Rica

The following are the most common types of visas that can be obtained for Costa Rica. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas are the most common for English teachers to work on in Costa Rica, however, they have to be renewed every 90 days. To renew a tourist visa in Costa Rica an English teacher will need to leave the country before his/her tourist visa expires by visiting a neighboring country. Upon entry back into Costa Rica the teacher's passport will be stamped with a new tourist visa. Working on a tourist visa in Costa Rica is different than most countries as it is technically legal to do so because teachers are "selling their professional services". See the document [How to Find a Job in Costa Rica](#) for procedures and more information.

Work Visa – This type of visa is *very uncommon* for English teachers to receive in Costa Rica as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers as it is quite an expensive and long process and teachers are able to technically work legally on their tourist visas (see above). Work visas are only typically given to those teachers working in public schools.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Costa Rica at a recognized language school, university, etc. may be eligible to legally work in Costa Rica while studying. Typically, a student visa must be processed before departing for Costa Rica. Contact a Costa Rican Consulate for more information on recognized "study abroad" programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Costa Rican Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Costa Rican Embassy

For more information on Costa Rica and applying for a visa to Costa Rica visit the Embassy of Costa Rica (Embajada de Costa Rica) website.

- **Embassy of Costa Rica** – United States - <http://www.costarica-embassy.org/>
- **Embassy of Costa Rica** – A list of Costa Rican Embassies worldwide - <http://costarica.com/embassy/>



Steps on Finding a Job in Costa Rica

Finding a job in Costa Rica typically requires that the English teacher is already in Costa Rica and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Costa Rica](#) for more information.

ITA's Premier and Associated Schools in Costa Rica

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [Intercultura](#) - Located in the heart of Heredia, Intercultura is looking for native English teachers who either want to work full or part time. Work visas are given to teachers who teach full time. Teachers must have a BA degree, TEFL certificate and must be a native English speaker.

To apply: Submit your resume and cover letter to fdirector@interculturacostarica.com

- [SpeakHabla](#) – Located in Heredia, SpeakHabla hires native English teachers to teach and coach business professionals. Teachers are outsourced to different businesses around Heredia and San Jose. SpeakHabla is looking to hire teachers in advance and year-round! 6-month contracts are available. BA, TEFL and native English speakers are the basic requirements to work for SpeakHabla.

To apply: Submit your resume and cover letter to teach@speakhbla.com

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher. Currently, International TEFL Academy is unaware of any recruiters that work with language schools throughout Costa Rica.

Government-Run Programs

- **English Training for Employability** - <https://greenhearttravel.org/program/adult/teach/teach-english-in-costa-rica#overview>
- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/18>

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Costa Rica is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Costa Rica.

- **International TEFL Academy's Costa Rica School Finder** - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/costa-rica-school-finder.pdf>
- **Costa Rica Yellow Pages** – <http://www.telefonicaamarilla.com/?adv=0&costa-rica=Buscar&nombre=escuelas>

Expat Websites – A great way to find out what's going on in Costa Rica and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Exchange** - <http://www.expatechange.com/costa-rica/liveincosta-rica.html>
- **You Can Teach English Blog Article** - <http://youcanteachenglish.com/teach-english-in-costa-rica-interview-with-lisa-katerman/>
- **We Love Costa Rica** - <http://www.welovecostarica.com/>
- **Living Abroad in Costa Rica** - <http://www.livingabroadincostarica.com/>



Country-Specific Websites – Additional resources to find jobs and information to find jobs in Costa Rica.

- **Tico Times** - <http://www.ticotimes.net/>
- **La Nacion** - <http://www.nacion.com/>
- **Costa Rica Pages** - <http://www.costaricapages.com/jobs/>
- **Craigslist** - <http://costarica.en.craigslist.org/edu/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Costa Rica are typically found “on the ground” it is rare to find many job postings on ESL Job Boards.

For a more comprehensive list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- TeacherKick - http://www.teacherkick.com/jobs/costa_rica

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Costa Rica

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- **Sarapiquí Conservation Learning Center** - <http://www.learningcentercostarica.org/>

Vaccinations

For a list of any vaccinations you may need for Costa Rica, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/costa-rica.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Costa Rica - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Costa Rica with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Costa Rica - <http://costarica.com/relocation/bringing-pets/>.

Dominican Republic

Country Overview

The Dominican Republic is a nation on the island of Hispaniola bordered by Haiti in the west, located in the Caribbean region. Santo Domingo is the capital and most popular city, located on the south coast of the island. The country is surrounded by two bodies of water, the Caribbean Sea and the Atlantic Ocean, making it the most visited destination in the Caribbean for beachfront paradise.

The natural beauty of the Dominican Republic is world-renowned, but the country also includes a rich culture of national dances, music, and delicious foods. The Dominican Republic is known for its tropical beach weather and diverse population, with European and African ancestries. Spanish is the official language, and is considered to be the most classical Castilian spoken in Latin America. Nevertheless, the Dominican Republic has seen an increase in English Speakers. Teachers are needed, especially in poorer towns, as inequality between the urban and rural areas increases. Some popular Dominican dishes include: Pollo Guisado, similar to a chicken stew; Quipes, a crispy finger food stuffed with meat and hints of spice; and Tostones, a fried, mashed, and re-fried version of plantains. The most popular attractions include hanging out on the beach and visiting wildlife national parks.



Before you travel to the Dominican Republic

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Although there are some ESL teaching opportunities in the Dominican Republic, it isn't the best market in Latin America as it is a major tourist destination which requires many of the natives to already speak English. Positions can sometimes not pay very much or are only on a volunteer basis as the Dominican Republic is one of the poorer countries in the Caribbean.

Finding a job teaching English in the Dominican Republic may require a teacher to be there on the ground interviewing with schools in person. Depending on the school, teachers may be able to find a job in advance but it is best to be prepared to find

something in person. Teachers should also be prepared to teach in the Dominican Republic on a tourist visa unless they find a school that will assist them in the process and provide them with the correct paperwork.

The larger, more metropolitan cities of Santo Domingo and Santiago are ESL teacher’s best markets for finding teaching positions. Tourist destinations such as Puerto Plata or Punta Cana are not as highly recommended as they have very limited options.

The growing popularity of teaching online, affords English teachers another means for earning livable wages in the Dominican Republic. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA’s Online School Finder](#) – a great resource for teaching online.

*“Well, I have started working here at Academia Europea in Santo Domingo. I arrived on the 1st of July after being in contact with them by email, and I am in a teacher training class. I started getting **some** teaching hours almost right away. It is rather informal and laid back in many ways, and of course, the pay is very low to start, but it is a start. I have a foot in the door. The quality of the instructors and the leadership level seems very high though. However, with the exception of the Coordinator and one young female teacher from NY who is part Dominican, I think I am the only native American English speaker.” -Bill N.; Santo Domingo, Dominican Republic; ITA Chicago 2013*

Teaching in Dominican Republic at a Glance

The following chart highlights the main requirements for English teachers in the Dominican Republic, the best way to get a job in the Dominican Republic and what a typical job is like for English teachers in the Dominican Republic.

Degree Requirements	A 4-year degree is preferred, but typically not required.
Contract Length	Typical contract will be 12 months
Peak Hiring Months	All year; January-March & May-August
Low Hiring Months	Christmas – February (Carnival)
Interview Procedure	Face to face or sometimes in advance
Visa Info	Tourist Visa or Work Visa
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$500 - \$800 USD per month
Average Monthly Salary	\$500 - \$800 USD per month
Estimated Start-Up Costs	\$1,000 - \$1,200 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for the Dominican Republic

The following are the most common types of visas that can be obtained for the Dominican Republic. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Teachers who have US, Canadian or EU citizenship do not have to get a tourist visa in advance of being in the Dominican Republic. Tourist visas last for 60 days and can be extended at the Office of Migration in the Dominican Republic. A tourist card can be purchased at the airport for \$10 USD.

Residence Visa – A visa to request residency is available for those who would like to live in the Dominican Republic permanently. The visa applicant must pay a visit to the Department of Migration once they are in the Dominican Republic to submit the required paperwork and apply. More details and the paperwork you will need can be found on the [Embassy of the Dominican Republic in the United States](#) website.

Business Visa – A Business Visa for employment purposes can be obtained by those who are hoping to reside in the Dominican Republic for a year and are working for a public or private company. This visa can be renewed after the year is over. People who have this visa can enjoy the benefits of having a driver's license and bank account in the Dominican Republic. More details and the paperwork you will need can be found on the [Embassy of the Dominican Republic in the United States](#) website.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in the Dominican Republic at a recognized language school, university, etc. may be eligible to legally work in the Dominican Republic while studying. Typically, a student visa must be processed before departing for the Dominican Republic. Contact a Consulate or Embassy of the Dominican Republic for more information on recognized “study abroad” programs and what is required to obtain a student visa. More details and the paperwork you will need can be found on the [Embassy of the Dominican Republic in the United States](#) website.

Other – It is always recommended to contact an Embassy or Consulate of the Dominican Republic to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in the Dominican Republic

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Any documents or paperwork needed for a tourist, residence or business visa

Recommended documents:

- Sample lesson plan
- College transcripts



ITA Alum Bill N.'s school of employment in Santo Domingo, Dominican Republic

- Copy of your college diploma
- Resume and Cover Letter in Spanish

Embassies and Consulates of the Dominican Republic

For more information on the Dominican Republic and applying for a visa to the Dominican Republic visit the Embassy or Consulate of the Dominican Republic website.

- **List of Embassies and Consulates of the Dominican Republic Worldwide** - <http://embassy.goabroad.com/embassies-of/dominican-republic>
- **Embassy of the Dominican Republic United States** - <http://www.domrep.org/index.html>
- **Embassy of the Dominican Republic in Santo Domingo – Canada** - <http://www.santodomingo.gc.ca>

Steps on Finding a Job in the Dominican Republic

Finding a job in the Dominican Republic typically requires that the English teachers is already in the Dominican Republic and finds a job by visiting schools in person (although teachers should always apply by sending out their resumes and cover letters in advance). Read International TEFL Academy's guide [How to Find a Job in the Dominican Republic](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for teaching English in the Dominican Republic at this time.

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/21>

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Dominican Republic Language School Finder](#)

Expatriate Websites – A great way to find out what's going on in the Dominican Republic and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **April International** - <http://en.april-international.com/global/destination/expatriate-dominican-republic>
- **Expatriate Exchange** - <http://www.expatriateexchange.com/dominican-rep/livingindominican-rep.html>
- **Expatriate Focus** - <http://www.expatriatefocus.com/expatriate-dominican-republic>
- **Lonely Planet** - <http://www.lonelyplanet.com/dominican-republic>
- **Expatriate Blog** - <http://www.expatriate-blog.com/en/destination/central-america/dominican-republic/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in the Dominican Republic.

- CIEE - <https://www.ciee.org/teach/dominican-republic/>
- Listín Diario - <http://www.listin.com.do/>
- DR1 - <http://www.dr1.com/>
- Dave’s ESL Café - <http://forums.eslcafe.com/job/viewforum.php?f=4>
- Traveler’s Quest - http://www.travellersquest.com/countries/Dominican_Republic
- Sección Páginas Amarillas - <http://seccionpaginasamarillas.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in the Dominican Republic are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Learn4Good** - http://www.learn4good.com/jobs/index.php?controller=job_list&action=display_search_results&page_number=1

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper. Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in the Dominican Republic

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

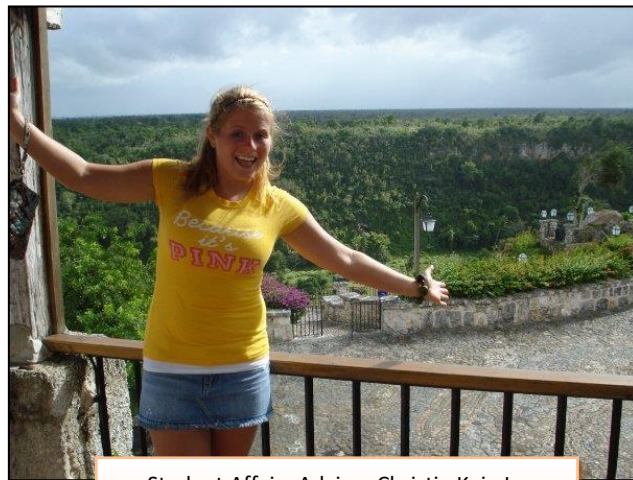
Vaccinations

For a list of any vaccinations you may need for the Dominican Republic, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/dominican-republic>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog or have written an article or Q&A in the Dominican Republic –

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFLAcademy>



Student Affairs Advisor Christie K. in La Romana, Dominican Republic

Ecuador

Country Overview

The South American country of Ecuador plays host to a rich indigenous and colonial history. Ecuador is also considered one of the most mega-diverse countries in the world, with many different species on both the mainland and on the nearby Galapagos Islands (which is considered a part of the country). Ecuador was originally inhabited by indigenous peoples before the arrival of the Incas in the 1400's. Inca culture has therefore become an important influence in the overall culture of Ecuador. The population currently is 15.2 million, and the capital city of Quito was declared a World Heritage Site in the 1970's.

Because of the change in topography as well as the country's location near the equator, the climate varies greatly depending on the area. Ethnically, Ecuador is made up of many different groups. Spanish is the main language, but multiple indigenous languages and dialects are also spoken. Ecuador has predominantly Spanish roots, so that is reflected in many aspects of culture. Arts and literature are traced way back, and reflect numerous parts of Ecuador's history. The Ecuadorian cuisine contains a mixture of various types of meat and seafood, and there are also some fruits that are specific solely to Ecuador and regions within the country.



Before you travel to Ecuador

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Although Ecuador is the second smallest country in Latin America, it has a lot to offer in terms of not only Incan culture, beautiful weather year-round, the famous Galapagos Islands, architecture, warm local people and cuisine, but also ESL teaching positions. Larger, more populated cities such as Quito, Guayaquil, and Cuenca hold the most opportunity and biggest markets for prospective ESL teachers.

Jobs in Ecuador can either be found in advance of being in the country or in-person which is a great option for teachers who would like to network ahead of time but secure a job on the ground. Visas to work legally in Ecuador can also be processed on the ground once a job is secured with a school that is willing to sponsor their teachers for a visa. Working on a tourist visa

and crossing the border every 90 days in Ecuador is becoming less and less common as the government is starting to crack down on this procedure.

Teaching adult students and business professionals in Ecuador is most common although finding some work with children is possible in language schools or after school programs.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Ecuador. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

“There are more roots here than there are in the USA. Many things such as cooking, types of food, music, dancing, and tradition have been around for a long time. Men actually dance here, unlike the States, and people really know what they are doing! There is a lot more dancing for fun. I am actually getting pretty good at Salsa as we speak!”

-ITA Alum Shannon E.; Ambato, Ecuador

Teaching in Ecuador at a Glance

The following chart highlights the main requirements for English teachers in Ecuador, the best way to get a job in the Ecuador, and what a typical job is like for English teachers in Ecuador.

Degree Requirements	A 4-year degree is preferred, but typically not required.
Contract Length	Typical contract will be 12 months
Peak Hiring Months	February-March & July-August
Low Hiring Months	Christmas – February (Carnival)
Interview Procedure	Face to face or in advance
Visa Info	Work Visa
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$500 - \$800 USD per month
Average Monthly Salary	\$500 - \$800 USD per month
Estimated Start-Up Costs	\$1,000 - \$1,200 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Ecuador

The following are the most common types of visas that can be obtained for Ecuador. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Please note that all visitors entering Ecuador will now be required to present proof of health insurance which can be an insurance card, printout of a policy demonstrating coverage, or letter from an insurance provider.

Tourist Visa – A tourist visa is stamped in your passport upon entry into Ecuador and is good for 90 days. Extensions for an additional 90 days can be requested through provincial migration offices. It is becoming less and less common that ESL teachers work on a tourist visa in Ecuador.

Volunteer Visa – A volunteer visa can be applied for in person in Ecuador or at an Ecuadorian consulate in your home country. The visa is valid for 1-2 years and is renewable in-country for a second year only. More information can be found on the [Ministerio de Relaciones Exteriores y Movilidad Humana](#) website.

Required Documents (make sure to contact your local consulate as fees and required documents may vary):

- Cost: Approximately \$250
- Valid passport
 - Copy of the information page and stamp of entry if applicable
- 2 passport sized photos in color
- National background check from home country where you resided the previous 5 years and issued no more than 6 months prior to entering Ecuador.
- Visa Application Form
- Petition of the teacher's activities – provided by employer
- Affidavit stating that teacher will complete these volunteer services for free – provided by employer
- Appointment of the legal representative of the registered entity – provided by employer
- Any other supporting documents – provided by employer
- Health insurance

Professional Visa – A professional visa can be applied for in your home country. The visa is valid for 2 years and after 2 years, you can apply for permanent residency. More information can be found on the [Ministerio de Relaciones Exteriores y Movilidad Humana](#) website.

Required Documents (make sure to contact your local consulate as fees and required documents may vary):

- Cost: Approximately \$450
- Valid passport
 - Copy of the information page and stamp of entry if applicable
- 2 passport sized photos in color
- National background check from home country where you resided the previous 5 years and issued no more than 6 months prior to entering Ecuador.
- Visa Application Form
- Professional position title legalized or apostilled
- Certified copy of degree and letter from university stating it was not completed online
- Any documents not listed in Spanish need to be translated and notarized

- Visa must be registered with Senescyt within 3 months
- Health insurance

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify -

<http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Ecuador at a recognized language school, university, etc. may be eligible to legally work in Ecuador while studying. Typically, a student visa must be processed before departing for Ecuador. Contact a Consulate or Embassy of Ecuador for more information on recognized “study abroad” programs and what is required to obtain a student visa. More details and the paperwork you will need can be found on the [Embassy of Ecuador in Washington's](#) website

Other – It is always recommended to contact an Embassy or Consulate of Ecuador to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Ecuador

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Any documents or paperwork needed for a [visa](#)
- Proof of health insurance (card or printout of your policy)

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma



ITA Alum Lynsey S. in Cuenca, Ecuador

Embassies and Consulates of Ecuador

For more information on Ecuador and applying for a visa to Ecuador visit the Embassy or Consulate of Ecuador's website.

- **List of Embassies and Consulates of Ecuador Worldwide** - <http://embassy.goabroad.com/embassies-of/ecuador>
- **Embassy of Ecuador United States** - <http://www.ecuador.org/nuevosite/>

Steps on Finding a Job in Ecuador

Finding a job in Ecuador requires that the English teachers is already Ecuador and finds a job by visiting schools in person or applying by sending out their resumes and cover letters in advance. Read International TEFL Academy's guide [How to Find a Job in Ecuador](#) for more information.

ITA's Premier and Associated Schools in Ecuador

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [CEDEI](#) – Located in Cuenca, CEDEI has 3 locations and has been in operation for over 26 years. Students are from 8-11, 12-20 and adults. CEDEI assists with a volunteer visa and pays \$7 USD per hour. Requirements: BA preferred but not required, TEFL certification, fluent English speakers (C2 level if you are not from a major English speaking country), clean criminal record check.

To apply: Submit your application on [CEDEI's website](#).

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for teaching English in Ecuador at this time.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs in Ecuador.

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Ecuador Language School Finder](#)

Expat Websites – A great way to find out what's going on in Ecuador and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Pro-Ecuador** - <http://www.pro-ecuador.com/#sthash.EXWi04OC.dpbs>
- **Expat Exchange** - <http://www.expatechange.com/ecuador/liveinecuador.html>
- **InterNations Guayaquil** - <http://www.internations.org/guayaquil-expats>
- **InterNations Quito** - <http://www.internations.org/quito-expats>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Ecuador.

- **Ecuador Times** - http://www.ecuadortimes.net/about_us/
- **Xpat Jobs** - <http://ecuador.xpatjobs.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Ecuador are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Learn4Good** - <http://www.learn4good.com/jobs/language/english/list/country/ecuador/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Ecuador

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Ecuador, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/ecuador>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog or have written an article or Q&A in Ecuador –

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFLAcademy>

Moving to Ecuador with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Ecuador - <http://www.pettravel.com/immigration/Ecuador.cfm>

Guatemala

Country Overview

Guatemala stands out among the Latin American nations boasting a diverse geography and a unique history. Located in Central America, Guatemala borders Mexico to the North, Belize and the Caribbean Sea to the East, Honduras and El Salvador to the South, and the Pacific Ocean to the West. Guatemala's vibrant landscapes are home to 252 wetlands, over 100 rivers, 61 lagoons, 5 lakes, 4 swamps, 5 different ecosystems and over 1,246 fauna species. Along the Pacific Ocean and the Caribbean Sea, miles of breathtaking beaches stretch up and down the coast lines. Further inland Guatemala is home to 22 volcanoes with 7 of them still active. Many adventurous visitors like to hike Pacaya, a popular volcano near Guatemala City. Outside of the urban areas, Guatemala contains the Maya biosphere – the largest area of tropical forest left in Central America. Because of the amazing wildlife and environment, ecotourism is a major industry in Guatemala, attracting visitors to many of its national parks and natural sights.



Guatemalan culture is just as diverse as its geography. Guatemala holds a 40% indigenous population which comes as no surprise in a region which was home to the ancient Mayan civilization. Mayan and Guatemalan influences and history are very prevalent throughout the nation. In fact, there is at least one small museum in nearly every city throughout Guatemala. One of the most popular museums is the Popol Vuh at Universidad Francisco in Guatemala City, displaying Maya archaeology, history and artwork. Tikal National Park is another major attraction in Guatemala – it is one of the largest archeological sites of the ancient Mayan civilization. Guatemalan food plays a large role in the nation's culture and the way people interact as well. Cuisine is largely derived from Mayan traditions of corn, chiles, and beans as some of the key ingredients in many meals. Holidays are celebrated with the best Guatemalan foods such as Fiambres (a vibrant meat and vegetable salad) and tamales; and there are hundreds of different types of tamales found in Guatemala. In general, meals are a very communal experience for the Guatemalan people. Their culture exhibits a strong emphasis on family and friends. Once you begin forming relationships with the locals in Guatemala, your opportunities are endless.

Before you travel to Guatemala

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The ESL job market in Guatemala is emerging. However, as with many other countries around the world and in the region, the tourism industry is growing steadily which is helping create a stable economy and the need for English language instruction. As a result, there are more and more private language institutes opening with the need of native English speakers however, the demand is not yet extremely strong as some other countries in Central America such as Costa Rica or Panama. In recent years, Guatemala was plagued with a civil war and Guatemala City can typically be found on the world's most dangerous cities list so expats are now slowly flocking to this amazing country and looking for teaching opportunities. For those looking to volunteer teach, Guatemala is a great destination as there are many programs and NGOs that provide this opportunity.

Teachers are not going to get rich in Guatemala, but they should be able to break even and earn enough money to cover basic living expenses and live a comfortable lifestyle. Contracts are typically anywhere between 6 and 12 months but shorter contracts are not unheard of. Teachers should also be able to supplement their income by holding private classes or finding individual students to tutor privately on the side.



Antigua, Guatemala

Teachers are recommended to focus their job search in the larger cities of Guatemala for more opportunities and job openings. Guatemala City boasts biggest market as it is the country's capital and holds the most people however, Antigua and Quetzaltenango are also popular tourist destinations which may have some open positions as well.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Guatemala. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

Teaching in Guatemala at a Glance

The following chart highlights the main requirements for English teachers in Guatemala, the best way to get a job in Guatemala, and what a typical job is like for English teachers in Guatemala.

Degree Requirements	BA/BS preferred, not required
Contract Length	6 and 12 months
Peak Hiring Months	February/March and July/August
Low Hiring Months	Christmas, Carnival, Easter
Interview Procedure	Face to face
Visa Info	Tourist Visa
Typical Students	Business Professionals
Average Monthly Cost of Living	\$500 - \$600 USD
Average Monthly Salary	\$500 - \$600 USD

Estimated Start-Up Costs	\$1000 - \$1200 USD
Housing	Not included
Airfare	Not included

"I found a number of schools who were hiring and went down to Guatemala City to visit all of them. I also tried to Skype with a lot and made sure to show my passion and teaching abilities."

-Sean P., Guatemala City, Guatemala, ITA Online 2014

Obtaining a Visa for Guatemala

Tourist Visa – The majority of teachers will just work in Guatemala on a tourist visa, especially if they are working in a private language school. Teachers do not need to obtain a tourist visa in advance as a 90 stamp is put in the passport upon arrival in Guatemala. Guatemalan immigration can grant an additional 90-day extension in country. After this, teachers will need to cross the border every 90 days to renew their tourist visa. There is a charge of \$1.30 per day that a tourist overstays their visa.

Work Visa – This is not common for teachers to receive but it can be possible for those who find work in Bilingual or International schools.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Guatemala at a recognized language school, university, etc. may be eligible to legally work in Guatemala while studying. Typically, a student visa must be processed before departing for Guatemala. Contact a Guatemalan Consulate for more information on recognized "study abroad" programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Guatemalan Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.



ITA Alum Sean P. in Guatemala

Documents Needed to Work in Guatemala

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- University Diploma

Guatemala Embassies and Consulates

For more information on Guatemala and applying for a visa to Guatemala visit the Embassy of Guatemala website.

- **Embassy of Guatemala – United Kingdom** - <http://guatemala.embassyhomepage.com/>
- **Embassy of Guatemala – United States** - <http://embassywashingtondc.com/guatemalan/>

Steps on Finding a Job in Guatemala

Read International TEFL Academy's guide [How to Find a Job in Guatemala](#) for more information and the steps one should take to gain employment in Guatemala.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. Schools in Guatemala typically don't use recruiters.

- **Teach Away** - <https://www.teachaway.com/teach-in-guatemala>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Guatemala.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Guatemala School Finder](#)

Expat Websites – A great way to find out what's going on in Guatemala and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Allo'Expat Guatemala** - http://www.alloexpat.com/guatemala_espats_forum/
- **Expat Blog Guatemala** - <http://www.elpat-blog.com/forum/viewforum.php?id=238>
- **Internations Guatemala** - <http://www.internations.org/guatemala-elpats>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Guatemala.

- **The Guatemala Times** - <http://www.guatemala-times.com/>
- **Guatemala Daily**- http://wn.com/guatemala_daily

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Guatemala specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.



Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Guatemala

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Guatemala, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/guatemala>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Guatemala -

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Guatemala with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Guatemala - <http://www.pettravel.com/immigration/Guatemala.cfm>

Honduras

Country Overview

Honduras is a Central American country bordered by Nicaragua, El Salvador, Guatemala, the Caribbean Sea, and the Pacific Ocean. Its beautiful national parks, pristine beaches, and exotic marine life are once again drawing visitors and expats alike.

Honduras is widely known as being plagued by kidnappings, theft, and has one of the highest murder rates in the world. This however, is not indicative of the country as a whole, with many areas being welcoming and safe for travelers.



Before you travel to Honduras

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The bulk of the expat community can be found living in the Bay Islands, La Esperanza, Trujillo, and other tourist destinations. As might be expected, some of these areas boast a high level of English proficiency. While volunteer positions are plentiful, the market for paid English teachers is best in the major cities of Tegucigalpa and San Pedro Sula. Those with a TEFL certificate and teaching license will be eligible for positions at public and international schools. Many private schools will begin looking for teachers as early as March or April, to begin with the school year in August; while the public schools run from February to November.

With the growing popularity of teaching online, Honduras becomes a viable option for teachers to make a comfortable living while teaching English. Teaching online can be done from anywhere with internet access – even in a beach town! Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

Teaching in Honduras at a Glance

The following chart highlights the main requirements for English teachers in Honduras, the best way to get a job in Honduras, and what a typical job is like for English teachers in Honduras.

Degree Requirements	A 4-year degree is preferred, not required
Contract Length	6 months - 1 year
Peak Hiring Months	April – August
Low Hiring Months	None
Interview Procedure	In advance or face to face in Honduras
Visa Info	Tourist Visa
Typical Students	Children, business professionals
Average Monthly Cost of Living	\$400-\$600
Average Monthly Salary	\$400-\$600
Estimated Start-Up Costs	\$1000-\$1,200
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Honduras

The following are the most common types of visas that can be obtained for Honduras. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will obtain.

Tourist Visa – Tourist visas are the most common for English teachers working in Honduras. Citizens of the US, Canada, and EU can visit Honduras on a tourist visa without having to apply in advance. The visa is typically valid for 90 days, and can be extended for an additional 30 days by visiting the immigration office once in Honduras. Teachers can also “border hop” by visiting Costa Rica, Panama, or Belize for a minimum of three days. Upon returning to Honduras, a new 90-day tourist visa will be stamped in the teacher’s passport. *Please note: visiting Nicaragua, El Salvador, Guatemala will not result in a renewed tourist visa for Honduras in accordance with the Central America-4 Border Control Agreement.*

Work Visa – This type of visa is *very uncommon* for English teachers to receive in Honduras, as an employer would need to sponsor the employee in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers for a work visa as it can be quite an expensive and long process. Work visas are only typically given to those teachers working in public or international schools, for which a teaching license is typically required.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Honduras at a recognized language school, university, etc. may be eligible to legally work in Honduras while studying. Typically, a student visa must be processed before departing for Honduras. Contact a consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Honduran Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Honduras

Required documents:

- Passport valid for at least 6 months after entry
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- University diploma
- College Transcripts
- Sample Lesson Plan

Documents Needed to Work in Honduras

Required documents:

- Passport valid for at least 6 months after entry
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- University diploma
- College Transcripts
- Sample Lesson Plan

Steps on Finding a Job in Honduras

Read International TEFL Academy's [How to Find a Job in Honduras](#) for more information and the steps one should take to gain employment in Honduras.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't actually hire the English teacher. Currently, International TEFL Academy does not know of any recruiters for Honduras.

Government-Run Programs

- **Fulbright** - <https://us.fulbrightonline.org/countries/selectedcountry/honduras>

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work for in Honduras.

- **International TEFL Academy's Honduras School Finder** – [Honduras School Finder](#)

Expatriate Websites – A great way to find out what's going on in Honduras and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expats Blog** - <http://www.expatsblog.com/blogs/honduras>
- **Expatriate Exchange** - <http://www.expatriateexchange.com/honduras/liveinhonduras.html>
- **InterNations** - <https://www.internations.org/honduras-expats>
- **Honduras Expats** - <https://www.facebook.com/groups/923940754323275/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Honduras.

- **Honduras.com** - <http://www.honduras.com/news/>
- **Honduras News** - <http://www.hondurasnews.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Dave’s ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **ESL Jobs-** https://esljobs.biz/list/location/honduras_jobs.php

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Honduras

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Honduras, check the Center for Disease Control website at https://wwwnc.cdc.gov/travel/destinations/traveler/none/honduras?s_cid=ncezid-dgmg-travel-leftnav-traveler. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Honduras - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Honduras with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Honduras - <http://www.pettravel.com/immigration/honduras.cfm>.

Mexico

Country Overview

The country of Mexico has the largest Spanish speaking population in the world. The country is the third largest nation in the North American continent. The Sierra Madre Oriental and Sierra Madre Occidental mountain ranges run north to south on the eastern and western borders. The Sierra Nevada volcano belt runs west to east in the central and southern parts of Mexico and is home to Mexico's highest peak, Pico de Orizaba which is a dormant volcano. The Mexican economy is made up of modern industrial and service sectors which include communications and tourism. Mexican culture is a mix of indigenous and Spanish traditions with 68 indigenous languages still being spoken and recognized by the Mexican government. About 83 percent of the population in Mexico practices the Roman Catholic religion, making Mexico the second largest Catholic community behind Brazil.



Mexican cuisine is known for its rich flavor and colorful decoration, with world renowned dishes such as tacos, burritos, and tamales. These dishes mix the indigenous cuisine of locally growth vegetables such as beans and avocados with foods brought by the Spanish conquerors such as rice, beef and onions.

Mexico is within the top ten most visited countries in the world with over 20 million foreign tourists visiting every year. Acapulco is one of the most popular tourist destinations in Mexico. This resort town is located on Mexico's Pacific coast, offering many luxury resorts located on the beautiful coastline.

Before you travel to Mexico

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Because Mexico is such a large country and has such close proximity and business relations with the United States, there are many cities that offer English teaching opportunities. However, most positions will be found in the larger cities such as Mexico City, Guadalajara, etc. Those seeking employment can sometimes find positions or secure interviews in advance however, keep your expectations set to interview and be hired on the ground in Mexico.

Since the demand is so high in Mexico, positions can typically be found year-round however, the main hiring times are in May, June, and July right before the school year begins in August. November and December tend to be very slow for employment opportunities. Do not try to seek employment during Christmas or Easter holidays!

Unlike the majority of Latin America, Mexico offers the opportunity for ESL teachers to instruct a wide range of ages from children to university students to business professionals or adults. Mexico also offers opportunities for non-native English speakers and those without college degrees (although ESL teachers with BA's or MA's typically receive more pay and better benefits).

It is also common for employers in Mexico to help ESL teachers with the Temporary Residence Visa which enables foreigners to legally work in Mexico. Teachers who are offered this visa should expect to pay the fees behind receiving this visa which can be approximately \$400 USD. TEFL certifications are obligatory in order to receive the visa. Teachers should get their TEFL Certificate apostilled at their local Secretary of State's Office before heading to Mexico. To learn more about receiving a visa, please refer to the *Obtaining a Visa for Mexico* section below.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Mexico. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

"I have taken a temporary job at Instituto Heslington in Puebla, Mexico. They are giving me a free apartment with utilities paid, although I am sharing the apartment with two other teachers who also work at the school. There are the 3 of us only at the Puebla location. I also get a stipend of \$4,000 pesos per month, which really isn't much, but I do have the free room."

-Patrick S.; Puebla, Mexico; Onsite Chicago 2012

Teaching in Mexico at a Glance

The following chart highlights the main requirements for English teachers in Mexico, the best way to get a job in Mexico, and what a typical job is like for English teachers in Mexico.

Degree Requirements	No degree required.
Contract Length	Typical contract will be 12 months
Peak Hiring Months	Year-round
Low Hiring Months	November & December; weeks around Christmas and Easter

Interview Procedure	In advance or face to face in Mexico
Visa Info	Temporary Residence Visa or Tourist Visa
Typical Students	Children, university students, and business professionals or adults
Average Monthly Cost of Living	\$500 - \$600 USD per month
Average Monthly Salary	\$500 - \$800 USD per month
Estimated Start-Up Costs	\$1,300 USD - \$1,800 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Mexico

The following are the most common types of visas that can be obtained for Mexico. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get. See the document [How to Find a Job in Mexico](#) for more detailed information.

Tourist Visa – Only about 35% of ESL teachers work on tourist visas in Mexico because ESL teachers have the ability receive a work visa and work legally. In Mexico, tourists are able to stay in the country for 180 days so some teachers opt to not go through the visa process as it costs extra money and time. If a teacher is working on a 180-day tourist visa, they will need to renew it by leaving the country before his/her tourist visa expires by visiting a neighboring country such as Belize or Guatemala. Upon entry back into Mexico the teacher's passport will be stamped with a new tourist visa.

Work Visa – The Temporary Residence Visa is very common for English teachers to receive in Mexico as most schools will sponsor their teachers to receive one however many times, the teacher must cover the cost. The work visa can be processed once you are already in Mexico or while you are in your home country. The most important documentation that you need in order to receive the visa are your TEFL Certificate, valid passport, and a job offer letter from an employer. For more detailed information and exact procedures for receiving the visa, please read the document [How to Find a Job in Mexico](#). The work visa for Mexico can cost an English teacher approximately \$400.00 USD.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at [International TEFL Academy's Chart](#) on working holiday visas to see if you qualify.

Student Visa – Those who plan to study in Mexico at a recognized language school, university, etc. may be eligible to legally work in Mexico while studying. Typically, a student visa must be processed before departing for Mexico.

Contact a Mexican Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Mexican Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Mexico Embassies and Consulates

For more information on Mexico and applying for a visa to Mexico visit the Embassy of Mexico (Embajada de Mexico) website.

- **List of Mexican Embassies and Consulates Worldwide** - <http://embassy.goabroad.com/embassies-of/mexico>
- **List of Mexican Consulates in the USA** - http://embassy-finder.com/mexico_in_usa

Steps on Finding a Job in Mexico

Finding a job in Mexico can sometimes be done in your home country or on the ground in Mexico. Read International TEFL Academy's guide [How to Find a Job in Mexico](#) for more information.

ITA's Premier and Associated Schools in Mexico

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [ECC Guadalajara](#) – ECC GDL (English Conversation Club Guadalajara) was created to give an opportunity to language learners and professionals to speak and listen to English after they have finished a course in a regular language school. They hold group conversation classes, provide private tutoring and teach in companies. Although they are mostly asked to teach skills like speaking and listening, they also provide regular grammar and vocabulary courses to adults and kids. To be an ECC GDL conversation instructor you need good imagination and ability to relate well to others. Having a background in a professional area outside teaching is a real plus. Our club goers appreciate insights from any walks of life and some private students look for instruction pertinent to their professional areas. Good knowledge of English grammar is essential in order to provide feedback on students' mistakes. Some knowledge of Spanish is a great plus, as it helps understand some of the most frequent mistakes Spanish speakers make in English.

To apply: Send a resume (CV) and a cover letter detailing why you decided to become an EFL instructor and what you think makes you a good teacher to marga@eccgdl.com and mention how you found out about us (via ITA!)

Recruiters & Programs

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy currently does not know of any reputable recruiters for Mexico.

One recruiter that we do NOT recommend is [Teacher Mex Connect](#). You should never have to pay recruiters a fee to find you an English teaching job.

"Currently I've accepted a position with Ingles Individual, where I'm working about 30-35 hours per week at \$60 Pesos per hour. It's pretty well-rounded in the sense that I'm not developing all of my own lesson plans, and I'm not required to take tests/exams home with me to mark afterhours. It's been quite the journey but everything seems to have worked out at this time."

-Tyler B.; Merida, Mexico, ITA Online 2011

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/137>

Additional Resources for your Job Search

Language Schools – A common place to work in Mexico is at private language schools, universities, etc. Use the resources below as a way to search schools that you can apply to work for by directly contacting the school once in Mexico or in advance.

- **International TEFL Academy's Mexico School Finder** - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/mexico-school-finder.pdf>
- **Mexico Yellow Pages** – <http://mexico.paginasamarillas.com/informacion-mexico+df>



ESL Classes; ITA Onsite Guadalajara, Mexico

Expat Websites – A great way to find out what's going on in Mexico and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Askalo Mexico** - <http://www.askalo.com.mx/>
- **Internations** - <http://www.internations.org/mexico-city-expats>
- **MexConnect** - <http://www.mexconnect.com/>
- **MexPat** - <http://www.mexpat.com/>
- **Yucatan Living** - <http://www.yucatanliving.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Mexico.

- **Matador Network Article** - <http://matadornetwork.com/abroad/guide-to-teaching-in-mexico/>
- **The News** - <http://thenews.com.mx/>
- **The Guadalajara Reporter** - <http://www.theguadalajarareporter.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

ESL jobs in Mexico can sometimes be found on job boards

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

Here are some Latin America specific job boards:

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.



Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Mexico

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Mexico, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/mexico.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any alumni are keeping a blog in Mexico – <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Mexico with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Mexico - <http://www.pettravel.com/immigration/Mexico.cfm>.

Nicaragua

Country Overview

Nicaragua's economy thrives off its export of textiles and agricultural products. Although lesser developed than some of its neighbors, Nicaragua is just as beautiful. A sight to see and enjoy is the white sand beach Playa Pie de Gigante, home to excellent surfing waves. The Refugio de Vida Silvestre La Flor is another example of the wildlife, nature, and landscapes to see in Nicaragua. The Refugio is a ground for nesting for approximately 30,000 female Olive Ridley turtles, as well as a few other endangered turtle species. Nicaragua also houses Central America's oldest cathedral, Catedral de León, on which construction started in 1747 and went for 100 years more!

Typical food in Nicaragua will often consist of corn, the oldest food ingredient. Overall, the food is very open and experimental because it comes from whatever is in season and available at the time, which makes it very unique because of all the local ingredients. Gallo pinto is the most famous and widely eaten dish. The locals will embrace your visit warmly, want to get straight to the purpose of your visit, and carefully read your body language while communicating.



Before you travel to Nicaragua

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Although overlooked by some bigger English markets in Central America such as Mexico and Costa Rica, Nicaragua does have a pretty sizeable need for English teachers as the demand grows and not as many native English speakers to fill the positions. The demand is present in larger cities such as Managua the capital, León, and Chinandega.



Work is found on the ground in Nicaragua in first and secondary schools, universities, and private language schools during the peak hiring season in November before the end of January start date. There is also a smaller hiring season at the end of January and beginning of February. Typical contracts last for one year.

Border crossing to Costa Rica every 90 days is essential as native English teachers work on a tourist visa. Teachers must go to Costa Rica as renewing the visa by visiting Honduras or El Salvador is not possible.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Nicaragua. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

Teaching in Nicaragua at a Glance

The following chart highlights the main requirements for English teachers in Nicaragua, the best way to get a job in Nicaragua, and what a typical job is like for English teachers in Nicaragua.

Degree Requirements	BA/BS preferred, not required
Contract Length	3, 6 & 12 months
Peak Hiring Months	Year-round
Low Hiring Months	Christmas – mid January & Semana Santa (April)
Interview Procedure	Face to Face in Nicaragua
Visa Info	Tourist Visa
Typical Students	All ages
Average Monthly Cost of Living	\$300 - \$600 USD per month
Average Monthly Salary	\$300 - \$600 USD per month
Estimated Start-Up Costs	\$1000 - \$1200 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Nicaragua

The following are the most common types of visas that can be obtained for Nicaragua. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas are the most common for English teachers to work on in Nicaragua, however, they have to be renewed every 90 days. To renew a tourist visa in Nicaragua an English teacher will need to leave the country before his/her tourist visa expires by visiting a neighboring country. Teachers must renew their tourist visa in Costa Rica as it is not possible by visiting Honduras or El Salvador. Upon entry back into Nicaragua the teacher's passport will be stamped with a new tourist visa. See the document [How to Find a Job in Nicaragua](#) for procedures and more information.

Work Visa – This type of visa is very uncommon for English teachers to receive in Nicaragua as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers as it is quite an expensive and long process.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify -

<http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Nicaragua at a recognized language school, university, etc. may be eligible to legally work in Nicaragua while studying. Typically, a student visa must be processed before departing for Nicaragua. Contact a Nicaraguan Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.



Other – It is always recommended to contact a Nicaraguan Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Nicaragua Embassies and Consulates

For more information on Nicaragua and applying for a visa to Nicaragua visit the Embassy of Nicaragua (Embajada de Nicaragua) website.

- Nicaraguan Consulate – United States – <http://www.consuladodenicaragua.com/>
- Embassy of Nicaragua – United Kingdom – <http://nicaragua.embassyhomepage.com/>
- List of all Embassies & Consulates – <http://embassy.goabroad.com/embassies-of/nicaragua#101>

Steps on Finding a Job in Nicaragua

Finding a job in Nicaragua typically requires that the English teacher is already in Nicaragua and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Nicaragua](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

Currently, International TEFL Academy is unaware of any recruiters that work with language schools throughout Nicaragua.

Government-Run Programs

- Fulbright - <http://us.fulbrightonline.org/countries/selectedcountry/33>



Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Nicaragua is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Nicaragua.

- **International TEFL Academy’s Nicaragua School Finder** - <http://cdn2.hubspot.net/hub/67369/file-317695653-pdf/job-search-guidance/Nicaragua-School-Finder.pdf>

Expat Websites – A great way to find out what’s going on in Nicaragua and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **An Expat Life in Nicaragua**- <http://nicaragualiving.wordpress.com/>
- **Expat Exchange** - <http://www.expatechange.com/expat-tax-nicaragua.html>
- **Expat Blog** - <http://www.expats-blog.com/en/directory/central-america/nicaragua/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Nicaragua.

- **Nicaragua Community** - <http://www.nicaragua-community.com/>
- **The Nicaragua Dispatch** - <http://www.nicaraguadispatch.com/news/2012/08/disability-services-opportunities-expanding-in-nicaragua/4942>
- **The Real Nicaragua** - <http://www.therealnicaragua.com/vb/forums/forum.php>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Nicaragua are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Nicaragua

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- **Volunteer Opportunities and more** - <http://www.gooverseas.com/teach-abroad/nicaragua>

Vaccinations

For a list of any vaccinations you may need for Nicaragua, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/nicaragua>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Moving to Nicaragua with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Nicaragua - <http://www.pettravel.com/immigration/nicaragua.cfm>.

Panama

Country Overview

The Republic of Panama is the southernmost located country in the North American continent. The country is a land bridge that connects North America to South America. The climate of Panama is very much tropical with very little seasonal temperature change. Over 500 rivers run alongside the mountains and hills which dominate the Panamanian landscape. The rainforests of Panama are home to a variety of tropical animals and plant life that cannot be found anywhere else in the world. Toro Province is Panama's most popular tourist attraction, where one can hike through lush rainforest and scuba dive amongst tropical fish which live in the extensive coral reef that lines the Panamanian coast.



The Panamanian economy is one the fastest growing and well managed economies in Central America. The service sector which includes tourism, trade and commerce has contributed most to the economic boom of recent years. The Panama Canal, which is located in the center of the country, has a very important role in Panama's trade economy as well as global trade. The canal is a 48-mile long shipping canal which is considered an engineering marvel. The Bocas del Toro connects the Atlantic Ocean to the Pacific Ocean, allowing for global shipping to be conducted at half the previous time.

The population of Panama is made up of Spanish, Afro-Panamanians, Asian, and seven unique indigenous groups. The culture and cuisine has been heavily influenced by Spanish and Caribbean traditions. Panamanian cuisine consists of a variety of products that are grown in Panama including dishes made with maize and rice.

Before you travel to Panama

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Teachers should head down to Panama City (where the majority of ESL teaching jobs are located) in the main hiring season of February/March or the secondary hiring season of July/August. Like many of their Central and South American neighbors, most employers will be looking to hire teachers in person in Panama. ESL teaching jobs are not typically posted on job boards for this reason.

ESL teachers should also not expect to receive a work visa in Panama as it is a very expensive and an extensive process. The majority of teachers continue to work on a 90 day tourist visa and renew it before the 90 days are over by visiting a bordering country and then returning to Panama to receive another 90 day tourist visa in their passport.

Those seeking teaching positions can expect to live like a local Panameño by making enough money to break even (approximately \$700-\$900 USD) per month. Those without a four year degree will certainly need a TEFL certificate and ESL work experience.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Panama. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.

“Panama was great and working at Berlitz in Panama City was a good experience. I could definitely go back but want to experience another country.”

-Reid Y., Panama City, Panama, ITA Alum 2012

Teaching in Panama at a Glance

The following chart highlights the main requirements for English teachers in Panama, the best way to get a job in Panama, and what a typical job is like for English teachers in Panama.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	February-March & July-August
Low Hiring Months	Christmas – February (Carnival)
Interview Procedure	Face to face in Panama
Visa Info	Tourist Visa
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$900 - \$1,300 USD per month
Average Monthly Salary	\$900 - \$1,300 USD per month
Estimated Start-Up Costs	\$1,350 USD - \$2,000 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Panama

The following are the most common types of visas that can be obtained for Panama. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas are the most common for English teachers to work on in Panama, however, they have to be renewed every 90 to 180 days (depending on your citizenship). To renew a tourist visa in Panama an English teacher will need to leave the country before his/her tourist visa expires by visiting a neighboring country. Many teachers visit Costa Rica or Guatemala for the weekend. Upon entry back into Panama the teacher's passport will be stamped with a new tourist visa. See the document [How to Find a Job in Panama](#) for procedures and more information.

Work Visa – This type of visa is very uncommon for English teachers to receive in Panama as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers as it is quite an expensive and long process. Work visas are only typically given to those teachers working in public or international schools which typically require a Master's degree and other teaching experience.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Panama at a recognized language school, university, etc. may be eligible to legally work in Panama while studying. Typically, a student visa must be processed before departing for Panama. Contact a Panamanian Consulate for more information on recognized "study abroad" programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Panamanian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Panama

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Resume and Cover Letter in Spanish



Student Affairs Rep Christie H. at the Panama Canal

Panama Embassies and Consulates

For more information on Panama and applying for a visa to Panama visit the Embassy or Consulate of Panama website.

- List of Panamanian Embassies Worldwide - <http://embassy.goabroad.com/embassies-of/panama>

- **Panama Consulates – United States** - <http://www.embassyofpanama.org/cms/consulates4.php>

Steps on Finding a Job in Panama

Finding a job in Panama typically requires that the English teacher is already in Panama and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Panama](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for teaching English in Panama at this time.

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/34>

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Panama Language School Finder](#)
- **Panama Yellow Pages** - <http://www.yellowpages-panama.com/?category=escuelas&name=&city=panama+city&phone=&address=&url=&zipcode=&email=&submit=Find>

Expat Websites – A great way to find out what's going on in Panama and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Young Expats in Panama Facebook Group** - <https://www.facebook.com/YoungExpatsinPanama>
- **Escape Artist** - http://www.escapeartist.com/Live_In_Panama/Expat_Links_For_Panama/
- **Expat Exchange** - <http://www.expatechange.com/panama/liveinpanama.html>
- **Internations** - <http://www.internations.org/panama-expats/guide/working-in-panama-15671/more-job-opportunities-in-panama-3>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Panama.

- **The Panama Gringo** - <http://thepanamagringo.com/>
- **The Panama Gringo eBook** - <http://thepanamagringo.com/FreeEBook/>
- **Transitions Abroad** - http://www.transitionsabroad.com/listings/living/living_abroad/living_in_panama.shtml#expatriate_websites_pana_ma



ITA Alum Mitch B. in Panama

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Panama are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Learn4Good** - <http://www.learn4good.com/jobs/language/english/list/country/panama/>

“Dive into the culture. Learn the language. See things you never dreamed you'd see. I would definitely recommend teaching in Panama. The people are friendly, the surfing is excellent and the weather is fantastically hot. “

-Mitch B.; Panama City, Panama, ITA Alum 2013

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Panama

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Panama, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/panama>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog or have written an article or Q&A in Panama –

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFLAcademy>

Moving to Panama with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Panama - <http://www.panamainfo.com/en/bringing-your-pet-pet-stores-and-veterinarians-0>.

Peru

Country Overview

The Republic of Peru is located in Western South America and is home to about 30 million inhabitants. Peru's geography is made up of three very distinct areas; the coast, the highlands, and the jungle. The Andes Mountains dominated the highland regions while the Amazon rainforest occupies almost 60 percent of the country. Peru's economy is strongly linked with its coast on the Pacific Ocean as fishing and trade are important industries. Mining, manufacturing, textiles, and agriculture are other industries that make up Peru's developing economy.

Peruvian culture is very multiethnic which strong Amerindian and Spanish traditions along with minor African and Asian influences. Traditions that date back from pre-Incan times are still practice to this day, like pottery, jewelry, dress and textiles. Peru's cuisine is composed of a mix of Spanish, indigenous, Asian and Arabic foods which include seafood and meat dishes that are locally raised. The nation's warm climate allows for a very wide variety of fruits and vegetables to be used, making Peruvian cuisine one of the most diverse in the world. Machu Picchu, the lost city of the Incas, is known as one of the most beautiful and interesting sites of ancient culture in the whole world.



Before you travel to Peru

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

ESL teachers seeking employment should arrive in Peru sometime either in February or March after the celebration of Carnival (unless you want to partake in the festival) as many schools are closed during this time. A second hiring period in Peru occurs in late summer during July and August. Most of the ESL teaching positions will be located in the capital of Lima. Jobs can be found in smaller cities such as Arequipa or Cusco but these positions can be harder to come by.

It is not typical for employers to hire teachers before arrival in the country or assist with work papers or a work visa so the majority of ESL teachers in Peru are working and are being paid "under the table". Teachers will typically have a 90 day

tourist visa stamped in their passport upon arrival to Peru and then will have to renew it before the 90 days are over by visiting a neighboring country. Teachers will also need to be persistent when job searching by visiting schools directly in person and asking their hiring manager for an interview.

Sending emails or calling schools is not always effective to be hired.

The majority of employers will prefer that their teachers have at least a Bachelor’s degree however, it is not required in most cases as long as the teacher has a TEFL certificate and work experience. Teachers can expect to make around 20-25 Peruvian Soles per hour (approximately \$7-\$10 USD) and work approximately 20-25 hours per week. Teachers should be prepared to find jobs at multiple schools or tutor students privately on the side to reach this number of hours. This is enough money to break even and live a comfortable, yet modest Peruvian lifestyle.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Peru. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA’s Online School Finder](#) – a great resource for teaching online.

“I would recommend Peru. Although I have only taught in 1 city (Arequipa), it's the 2nd largest city and I love it. I'm aware that every city is quirky in its own way, but as a whole, Peru has been a great experience so far. It's not as 3rd world as Central America, but different enough from America or Europe that each day you will be reminded that you are in a foreign country.”
 – Degen H.; Arequipa, Peru; Arequipa Onsite 2012

Teaching in Peru at a Glance

The following chart highlights the main requirements for English teachers in Peru, the best way to get a job in Peru, and what a typical job is like for English teachers in Peru.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	3, 6 & 12 months
Peak Hiring Months	February-March & July-August
Low Hiring Months	Christmas – February (Carnival)
Interview Procedure	Face to face in Peru
Visa Info	Tourist Visa
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$500 - \$1,000 USD per month
Average Monthly Salary	\$500 - \$1,000 USD per month
Estimated Start-Up Costs	\$1,000 USD - \$1,500 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Peru

The following are the most common types of visas that can be obtained for Peru. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas are the most common for English teachers to work on in Peru, however, your length of stay will be set by border officials when you enter the country. The allotted amount of time for US citizens could be anywhere from 30-183 days. Since August 2021, most tourists will be issued a 90-day tourist visa at point of entry and additional visa extensions have been suspended indefinitely. Overstaying your visa could result in fines. Information for [Canadian citizens](#) can be found here.

Work Visa – This type of visa is *very uncommon* for English teachers to receive in Peru as you need an employer to sponsor you in order to obtain one. The majority of private language schools will not be willing to sponsor their English teachers as it is quite an expensive and long process. Work visas are only typically given to those teachers working in public or international schools which typically require a Master’s degree and other teaching experience.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on working holiday visas to see if you qualify - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Peru at a recognized language school, university, etc. may be eligible to legally work in Peru while studying. Typically, a student visa must be processed before departing for Peru. Contact a Peruvian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Peruvian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Peru

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Resume and Cover Letter in Spanish



Peru Embassies and Consulates

For more information on Peru and applying for a visa to Peru visit the Embassy or Consulate of Peru website.

- **List of Peruvian Embassies Worldwide** - <http://embassy.goabroad.com/embassies-of/peru>
- **Peru Consulates – United States** - http://embassy-finder.com/peru_in_usa

Steps on Finding a Job in Peru

Finding a job in Peru typically requires that the English teacher is already in Peru and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Peru](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for teaching English in Peru at this time.

Government-Run Programs

- **Fulbright** - <http://us.fulbrightonline.org/countries/selectedcountry/147>

Additional Resources for your Job Search

Language Schools – As previously mentioned, the most common place to work in Peru is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Peru.

- **International TEFL Academy's Peru School Finder** - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/peru-school-finder.pdf>
- **Peru Yellow Pages** - <http://www.paginasamarillas.com.pe/>

Expat Websites – A great way to find out what's going on in Peru and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **The Expat Peru Network** - <http://www.expatsperu.com/>
- **Living in Peru** - <http://www.livinginperu.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Peru.

- **El Comercio Newspaper** - <http://elcomercio.pe/>
- **The Ultimate Peru List** - <http://www.theultimateperulist.blogspot.com/>



Student Affairs Rep Christie H. in Puno, Peru

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Peru are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Teacher Kick** - <http://www.teacherkick.com/jobs/peru>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Peru

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

- **Projects Abroad** - <http://www.projects-abroad.org/volunteer-projects/teaching/volunteer-peru/>

Vaccinations

For a list of any vaccinations you may need for Peru, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/peru.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Peru –

<http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>



ITA Alumni Caitlin S. and Zac H. in Lima, Peru

Moving to Peru with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Peru - <http://www.petrelocation.com/resources/international-regulations/peru>.

"Most of the English teaching jobs here are under the table. Some schools asked me to try and secure a recibo por honorario, which is something like a tax receipt. However, in order to get one, I would have to use a local Peruvian's recibo, which seemed a bit weird to ask for. Luckily, most of the schools and companies I interviewed were willing to work around my lack of a recibo."

-Zac H.: Lima, Peru; ITA Online 2012

Uruguay

Country Overview

Home to 3.3 million people, Uruguay is ranked the most peaceful country in Latin America along with the lowest amount of corruption and the highest standard of living. Montevideo, the capital, is where over half of the population lives and it is Uruguay's largest city. The climate is relatively uniform throughout the year, and the temperature doesn't vary too much between summer and winter. The country is home to many rivers and bodies of water, and there are also ten national parks in different areas of the country.

There is no official religion, so religious freedom is practiced by everyone. Spanish is the official language, but Uruguayan Spanish differs slightly because of the Italian language influence. Because of its European history and the ethnic makeup of the majority of the people, Uruguayan culture is heavily influenced by various European cultures. Uruguay also shares some cultural aspects with surrounding Latin American countries, such as art and music. Many dishes in Uruguay contain beef, which is a staple of Uruguayan cuisine. The most popular sport in Uruguay is football (soccer).



Before you travel to Uruguay

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The need for English teachers in Uruguay, particularly in the capital Montevideo, is quite high because there is a strong demand from companies who are looking for native English speakers to teach their employees English. Typically, schools are looking for between 4-5 teachers per month!

Because of the high demand, schools are pretty lenient on requirements for their native English teachers. A Bachelor's degree or TEFL certificate is not required (although highly preferred), there are no age restrictions, non-native English speakers are able to find positions as long as they are fluent in the English language, and schools are very open to hiring ESL teachers with

no prior teaching experience. It is also very simple to acquire a “Cedula” or residence permit in order to live and work legally in Uruguay.

In order to secure a position teaching English in Uruguay, teachers should submit their resume and cover letter to schools via email however, the teacher will need to go to Uruguay to have an in person interview with the school to “seal the deal”. The major hiring seasons in Uruguay are February/March and July however, positions can be found throughout the year especially if teachers are looking to teach TOEFL exam classes.

Uruguay is the most expensive country in Latin America therefore, the majority of teachers need to work in multiple language schools to make ends meet. ESL teachers are not typically able to save any money while working in Uruguay.

The growing popularity of teaching online affords English teachers another means for earning livable wages in Uruguay. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA’s Online School Finder](#) – a great resource for teaching online.

“Uruguay is a very simple, quiet country, and people value the time they get to spend with others. Common cultural activities are sitting around drinking mate, walking along the rambla during nice weather, or going to a park. Uruguay is very traditional in that almost all businesses are closed on Sundays, and weekends are spent with the family inside the home.”

-Adria B.; Montevideo, Uruguay; ITA Chicago

Teaching in Uruguay at a Glance

The following chart highlights the main requirements for English teachers in Uruguay, the best way to get a job in Uruguay, and what a typical job is like for English teachers in Uruguay.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	Typical contract will be 6-12 months
Peak Hiring Months	February/March & July/August
Low Hiring Months	Christmas – February (Carnival)
Interview Procedure	Face to face
Visa Info	Cedula – Residence Permit
Typical Students	Adults/business professionals
Average Monthly Cost of Living	\$900 - \$1,300 USD per month
Average Monthly Salary	\$900 - \$1,300 USD per month
Estimated Start-Up Costs	\$1,600 - \$2,200 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Uruguay

The following are the most common types of visas that can be obtained for Uruguay. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – A tourist visa is stamped in your passport upon entry into Uruguay and is good for 90 days. It is not common that ESL teachers work on tourist visa in Uruguay.

“Cedula” Temporary Residence Permit – Receiving a “Cedula de Identidad” allows foreign nationals to live and work in Uruguay legally. A Cedula can also be processed in Uruguay once you receive an English teaching job. A Cedula can take a few months to process but as long as a teacher has applied for it, it is technically legal to work. In order to apply for a Cedula, teachers will need:

- A certificate of good conduct from your police service (stamped by the Uruguayan Embassy in your country of origin and translated into Spanish in Uruguay by a public translator)
- A certified copy of your birth certificate (stamped by the Uruguayan Embassy in your country of origin and translated into Spanish in Uruguay by a public translator)

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on working holiday visas to see if you qualify - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Uruguay at a recognized language school, university, etc. may be eligible to legally work in Uruguay while studying. Typically, a student visa must be processed before departing for Uruguay. Contact a Consulate or Embassy of Uruguay for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact an Embassy or Consulate of Uruguay to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Uruguay

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Certificate of good conduct from your police (for Cedula)
- Certified copy of your birth certificate (for Cedula)

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Resume and Cover Letter in Spanish



ITA Lead Admissions Adviser, Lindsay Campher Krasinski, and ITA Alum Adria Baebler in Montevideo

Embassies and Consulates of Uruguay

For more information on Uruguay and applying for a visa to Uruguay visit the Embassy or Consulate of Uruguay's website.

- **List of Embassies and Consulates of Uruguay Worldwide** - <http://embassy.goabroad.com/embassies-of/uruguay>
- **Embassy of Uruguay United States** - <http://www.mrree.gub.uy/frontend/page?1,embajada-eeuu,pagina-principal-embajada-eeuu,O,es,0>,

Steps on Finding a Job in Uruguay

Finding a job in Uruguay requires that the English teacher is already in Uruguay and finds a job by visiting schools in person or applying by sending out their resumes and cover letters in advance. Read International TEFL Academy's guide [How to Find a Job in Uruguay](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for teaching English in Uruguay at this time.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs in Uruguay.

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Uruguay Language School Finder](#)

Expat Websites – A great way to find out what's going on in Uruguay and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Exchange** - <http://www.expatsexchange.com/uruguay/liveinuruguay.html>
- **Internations Uruguay** - <http://www.internations.org/uruguay-expats>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Uruguay.

- **Uruguay Post** - <http://uruguaypost.com/>
- **Xpat Jobs** - <http://uruguay.xpatjobs.com/>



Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout

the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

Since English teaching jobs in Uruguay are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Uruguay

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Uruguay, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/uruguay>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.



Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog or have written an article or Q&A in Uruguay – <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFLAcademy>

Moving to Uruguay with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Uruguay - <http://uruguay.usembassy.gov/about-us-offices-aphis/traveling-with-pets-to-uruguay.html>.

Asia

Regional Overview

From the ice cities in northern China, to the tropical beaches of Thailand and Indonesia, Asia offers a spectrum of diverse teaching opportunities and locations. Whether you're seeking the nightlife of Seoul, or to explore the ruins of Angkor Wat, Asia offers teachers opportunities to immerse themselves in truly unique languages, cultures and lifestyles.

Teaching in Asia offers unparalleled access travel world class opportunities. Here teachers can experience the modern cities, of Tokyo, Hong Kong, and Shanghai, while still escaping to the pristine beaches of South East Asia.

Asia is also home to booming markets and rapid development. This also offers teachers a great diversity of potential teaching jobs. More than any other region, Asia offers opportunities to teach classes ranging from preschool age children to business adults. Teachers will find themselves with opportunities to teach anywhere from universities in China, to public schools, and private language academies. For many of the developed countries in Asia, teachers can expect to interview and secure a job in advance of their arrival, whereas still developing economies in Cambodia, Vietnam, and Thailand still tend to mainly hire on the ground.

This high demand for teachers can allow almost anyone to secure a job in Asia, but it is important to note that for many countries a 4-year degree is required, and native speakers are highly preferred.

Job Overview

Combining an enormous population, a deep-rooted commitment to education and widespread economic prosperity, Asia is far-and-away the largest market on the globe for English language instruction. Nearly half of all English teaching opportunities can be found here as tens of thousands of teachers are employed each year in China, Taiwan, Japan, and South Korea. In addition, newly ascendant Southeast Asian "Economic Tigers" like Thailand and Vietnam represent some of the fastest growing job markets on Earth.

This growing market, combined with a low cost of living gives teachers in Asia great opportunities to save between 30%-50% of their salary. In addition, some Asian countries, particularly China and South Korea include great benefits such as housing, reimbursed airfare, and performance bonuses. Countries such as Cambodia or Thailand do not offer extensive benefits, but the low cost of living combined with the competitive salary for English teachers still offers opportunities for teachers to save money.

Asia offers some of the most diverse opportunities for teachers. Teachers can secure positions teaching a wide variety of age groups, and subjects. There are also opportunities teach at a number of different kinds of schools, including private language schools, public schools, and even colleges or universities. This makes Asia a great option



for people who have a specific idea of the school or age group they want to teach, since there are so many options available.

The expanding market allows teachers in Asia to secure a position all year round. While schools in Vietnam, Cambodia and Thailand tend to interview and hire their teachers on the ground, South Korea, China, and Japan do most of their hiring in advance. Teachers in most of these countries can expect to teach on a work or long term business visa.

All of these factors make teaching in Asia a great option for TEFL certified teachers.

Main Points About Asia

- Asian countries offer substantial opportunities to save money.
- There are opportunities to get hired all year round.
- Asia offers more opportunities to teach children than any other region.
- A four-year degree is typically required (though not always in Thailand and China, or in developing countries like Cambodia), and teachers from native English speaking countries are strongly preferred.
- Most positions in developed Asian countries like Japan, Korea, Taiwan, and China, are obtained by interviewing in advance from your home country, so most teachers have a job lined up before departing for the region. In such countries, teachers under the age of 40 are vastly preferred, unless the job candidate has a professional background in education.

What to Find on the Following Pages

The following pages include all the resources one will need to find a teaching job in Asia. These resources are divided by country and include, but aren't limited to:

- Country Specific Job Information
- Visa Information
- Required Documents
- Step by Step Instructions on How to Find a Job by Country
- Recruiting Companies (if applicable)
- Language Schools
- Job Boards
- Expat Websites

Index – Asia Country Specific Information and Guidelines

- [Cambodia](#)
- [China](#)
- [Hong Kong](#)
- [Indonesia](#)
- [Japan](#)
- [Kazakhstan](#)
- [Kyrgyzstan](#)
- [Laos](#)
- [Malaysia](#)
- [Myanmar](#)
- [Singapore](#)
- [South Korea](#)
- [Taiwan](#)
- [Thailand](#)
- [Vietnam](#)
- [South Asia – Bangladesh, Nepal, Pakistan, Sri Lanka](#)

Cambodia

Country Overview

Cambodia is Southeast Asia's most southern country bordered by Thailand, Vietnam, and Laos and is characterized by an extremely tropical climate. The country's people are known for being warm and friendly and the cuisine has been described as very similar to Thai food without being spicy. Cambodia is a diverse country offering a vibrant and lively city capital of Phnom Penh as a popular destination for tourists as well as the renowned world heritage archaeological site of Angkor Wat, the biggest Hindu temple in the world dating back to the 12th Century. Cambodia also shares Southeast Asia's beautiful coastline along the Gulf of Thailand, and while Cambodia sometimes is the victim of monsoons and flooding it has lovely temperatures of around 80 degrees Fahrenheit year round.



Nearly all Cambodians are practicing Buddhists and are known around the world for their rich culture, intricate architecture and traditional folk style dances. Much of Cambodia's workers are employed in subsistence farming, yet the textile industry is extremely important to their economy as is tourism. Cambodia is ruled by a constitutional monarchy and Khmer is the official and local language spoken, however there still remains a strong French influence throughout the nation from their former occupation and presence in Cambodia.

Before you travel to Cambodia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Although still a very underdeveloped country, the demand for English teachers in Cambodia continues to increase as the country becomes more developed and tourism continues to rise. Finding a job in Cambodia typically requires that the English teacher is already in Cambodia and finds his/her job by visiting schools in person. The majority of jobs are located at private language schools and are more abundant and easier to find in larger cities. Language schools in smaller towns find it more difficult to afford to pay English teachers a decent wage. One of the benefits of working in Cambodia is that there is often the opportunity to teach children or adults, so there is something for almost everyone. A typical contract will be between 6 and 12 months, however, schools prefer to hire teachers that plan to stay on and teach longer term. The day-to-day schedule of an English teacher in Cambodia will vary depending on the needs of the school, but English teachers will usually work around their student's work or school schedule. This means that English teachers in Cambodia will often teach classes in the mornings, afternoons, and/or evenings. English teachers in Cambodia can expect to make up to \$600 USD per month, which will cover his/her cost of living and does not allow for much, if any, savings. The growing popularity of teaching online affords English teachers another means for earning livable wages in Cambodia. Teaching online can be done from anywhere with internet access. Be sure to take a look at [ITA's Online School Finder](#) – a great resource for teaching online.



ITA alumnus Thomas P. teaching English in Cambodia.

Teaching in Cambodia at a Glance

The following chart highlights the main requirements for English teachers in Cambodia, the best way to get a job in Cambodia, and what a typical job is like for English teachers in Cambodia.

Degree Requirements	A 4-year degree is preferred, but not required.
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	All year round
Low Hiring Months	Lunar (Chinese) New Year
Interview Procedure	Face to face in Cambodia
Visa Info	Tourist Visa – Convert to Business Visa at airport in Cambodia. Work visas are not obtained before arrival to Cambodia.
Typical Students	Children or adults/business professionals
Average Monthly Cost of Living	\$500 - \$1,000 USD per month

Average Monthly Salary	\$700 - \$1,000 USD per month
Estimated Start-Up Costs	\$1,000 - \$1,500 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Cambodia

The following are the most common types of visas that can be obtained for Cambodia. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas are common for English teachers to work on in Cambodia, however, they have to be renewed every 30 days. To renew a tourist visa in Cambodia an English teacher will need to leave the country before his/her tourist visa expires by visiting a neighboring country. Upon entry back into Cambodia the teacher's passport will be stamped with a new 30-day tourist visa.

Business Visa – The most common type of visa to obtain is a Business Visa. A business visa allows English teachers to legally work in Cambodia and is valid for up to one year. This type of visa can only be obtained at the airport in Cambodia or through the Cambodian Embassy before departure to Cambodia. There is a small fee (around \$25 USD) that has to be paid to obtain this visa in Cambodia. English teachers who want to apply for a Business Visa will go to Cambodia on a tourist visa.

It is possible to receive your Business Visa upon arrival at an office in the Phnom Penh airport, but there is a chance that the office will be closed when you arrive. Also, some airlines may have stipulations requiring you to have items such as a visa, proof of onward travel, and even travel insurance before flying to Cambodia. So be sure to check with your airline before traveling. That said, it is advisable to receive your tourist visa before arriving to Cambodia which you can easily do online [here](#).

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Cambodia at a recognized language school, university, etc. may be eligible to legally work in Cambodia while studying. Typically, a student visa must be processed before departing for Cambodia. Contact a Cambodian Consulate for more information on recognized "study abroad" programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Cambodian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Cambodian Embassy

For more information on Cambodia and applying for a visa to Cambodia visit the Royal Embassy of Cambodia website.

- **Royal Embassy of Cambodia** – United States - <http://www.embassyofcambodia.org/index.html>
- **Royal Embassy of Cambodia** – A list of Cambodian Embassies worldwide - http://www.embassyofcambodia.org/other_embassies.html

Steps on Finding a Job in Cambodia

Finding a job in Cambodia typically requires that the English teacher is already in Cambodia and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Cambodia](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

Currently, International TEFL Academy is unaware of any recruiters that work with language schools throughout Cambodia.

Government-Run Programs

Currently, International TEFL Academy is unaware of any government-run programs throughout Cambodia.

Additional Resources for Your Job Search

Language Schools – As previously mentioned, the most common place to work in Cambodia is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Cambodia.

- [International TEFL Academy's Cambodia School Finder](#)
- **Cambodia Yellow Pages** - <http://www.yellowpages-cambodia.com/categories/kh12270-schools-languages/listings>

Expatriate Websites – A great way to find out what's going on in Cambodia and to network with other expats is by checking out different ex-pat websites. A few are highlighted below.

- **Expatriate Advisory Services** - <http://www.expatriate-advisory.com/forum/asia/cambodia>
- **Allo' Expatriate Cambodia** - http://www.alloexpat.com/cambodia_expatriate_forum/

Country-Specific Websites –

- **Ajarn Recruit** - <http://ajarnrecruit.com/> - A job board for positions throughout Asia.
- **Phnom Penh Post** – An English language newspaper in Cambodia - <http://www.phnompenhpost.com/>
- **Voice of America Cambodia** – A news and information service funded by the U.S. <http://www.voacambodia.com/section/cambodia/2253.html>
- **Additional Newspapers** – A site that lists English language newspapers - <http://www.world-newspapers.com/cambodia.html>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Cambodia

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Job Boards

Since English teaching jobs in Cambodia are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a comprehensive list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Vaccinations

For a list of any vaccinations you may need for Cambodia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/cambodia.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Cambodia -

<http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Cambodia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Cambodia - <http://www.pettravel.com/immigration/cambodia.cfm>.

China

Country Overview

The world's second largest country in the world with the highest population is China, a grand nation that borders 14 different countries and has one of the most diverse topographies of anywhere else on the planet. China's landscape has it all: the fifth largest desert, two of the longest rivers in the world and dense forests. The climate varies by region in China but most of the country is marked by very distinct seasons. As the world's 3rd most visited country, China also has one of the fastest growing economies and is the largest exporter of goods in the world.

Traditionally the giant panda and the dragon have been emblems of China, but certainly the Great Wall of China and the life-size Terracotta Warriors of the Qin Dynasty are two of China's biggest attractions and are emblematic of China's vast history and culture as well. Historically, China has been a leader in mathematics and science, and remains so today. Mandarin Chinese is the most widely spoken language in China, though many other dialects are echoed throughout the countryside. Chinese culture is as diverse as the many languages spoken and draws on influences from Confucianism, conservative practices, Buddhism, Taoism, and other Chinese folk religions. China's cuisine is also richly complex, varying from region to region with rice as a central feature to most dishes.



Before you travel to China

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The demand for English teachers in China is extremely high. It is most common to find a job in advance of actually being in the country, but at the same time, English teachers can find a job if they are already living in China. One of the benefits of working in China is that there is the opportunity to teach children or adults. The majority of jobs for English teachers can be

found at private language schools and often times in public schools and universities. Job opportunities are more abundant in larger cities, but for those who want to live a more rural life, finding a job outside of major cities can still be achieved.

A typical contract will last between 6 and 12 months, but schools prefer to hire teachers that plan to stay on and teach longer term. Although not provided by every school, most schools offer their teachers benefits such as housing, flight reimbursement, and end of contract bonuses. Make sure this information is included in your contract if promised by your school! The day-to-day schedule of an English teacher in China will vary depending on the needs of the school, but English teachers will usually work around their student’s work or school schedule. This means that English teachers in China will often teach classes in the mornings, afternoons, and/or evenings and sometimes on Saturdays. Salaries can vary depending on where you live in China, but in general English teachers in China can plan on saving money during their contract.

Teaching in China at a Glance

The following chart highlights the main requirements for English teachers in China, the best way to get a job in China, and what a typical job is like for English teachers in China.

Degree	A 4-year degree is required.
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	All year round
Low Hiring Months	Lunar (Chinese) New Year
Interview Procedure	In advance of being in China or face to face in China
Visa Info	English teachers will get an Employment Visa (Z Visa)
Typical Students	Children or adults/business professionals
Average Monthly Cost of Living	\$650 - \$1,100 USD per month
Average Monthly Salary	\$1,250 - \$2,850 USD per month
Estimated Start-Up Costs	\$1,000 - \$2,000 USD
Housing	Sometimes provided by employer
Airfare	Sometimes reimbursed by employer

Obtaining a Visa for China

The legal work visa for China is the [Z Visa](#). The school that hires you should help you obtain this visa – you cannot obtain a Z Visa if you do not have a job offer.

Z Visa – Teachers may be required to get their documents authenticated at the Chinese Embassy as part of their Z Visa application. The authentication process can include having your documents notarized and apostilled, however the requirements can vary from consulate to consulate. Make sure to review the requirements of the consulate that services your region. [Here is the link](#) to the full list of Chinese consulates for each region. Your school will be able to assist you in obtaining some of these documents.

Documents Needed to Work in China

- Passport
 - Must have at least 6 months of validity left
 - Must have at least two completely empty pages
 - Must have citizenship from one of the following countries to be eligible for the Z Visa: Australia, Britain, Canada, Ireland, New Zealand, South Africa, or the United States
- Application Form
- **Alien Employment License or Foreign Expert Work Permit** – Your school will help you obtain either of these.
- **Visa Notice or Visa Notification Letter or Invitation Letter** – Your school will help you obtain one of these.
- Passport sized photo
- Visa fee
- University diploma
- TEFL Certificate
- Local police background check (some positions may request a national/FBI background check)

To obtain a national/federal criminal record check please visit the appropriate website:

- **Australian Citizens (Police Check or Police Certificate):** <http://www.afp.gov.au/>
- **British Citizens:** Contact the designated police headquarters in your area or the Data Protection Office to obtain a **Subject Access Report** or a **Basic Discloser**.
- **Canadian Citizens:** <http://www.rcmp-grc.gc.ca/index.htm>
- **Irish Citizens (Police Check):** <http://www.garda.ie/>
- **New Zealand Citizens (Police Clearance Report):** <http://www.justice.govt.nz/>
- **South African Citizens (Police Clearance Certificate):** <http://www.dfa.gov.za/consular/policeclear.htm>
- **United States Citizens (Identity History Summary Check):** <https://www.fbi.gov/services/cjis/identity-history-summary-checks>
 - FBI Checks can take 3-4 months to obtain when ordered through the FBI website (U.S. Citizens) however you can use an [approved channeler](#) to receive it sooner (for a fee)
 - The record check should be less than 6 months old
 - The results should be sent directly to you
 - When you apply for your IHSC and receive your results back, the background check **should include a seal and a signature on it**. The CJIS Division will authenticate all U.S. Department of Justice Order 556-73 fingerprint search results by placing the FBI seal and the signature of a division official on the results at the time of submission. Note: The FBI seal is no longer a raised seal. Documents authenticated by the FBI may then be sent to the U.S. Department of State by the requestor to obtain an apostille if necessary. (see next step)
 - U.S. Citizens - Once you receive your IHSC in the mail, as long as it has the seal, you then need to send your background to get an “apostille.” OR “authenticated” as China is not part of the Hague convention You can request the apostille directly through the following company’s website. This process will take an additional 10 weeks with COVID-19 delays.
 - US State Department: <https://travel.state.gov/content/travel/en/legal-considerations/judicial/authentication-of-documents.html>
 - Monument Visa Service - <https://www.monumentvisa.com/>



Already living abroad? Check out [Getting Fingerprints Abroad for an FBI Background Check](#) for more information.

Please note that a valid passport is required for all air travel outside of the United States. In addition to a passport, many countries require a visa for entry. Teachers, as paid employees, are subject to different visa rules than tourists or business travelers. It is your responsibility to ensure that you have all the proper documents before you travel.

Additional types of visas:

F Visa – This is a visa issued for non-commercial purposes such as exchanges and other non-business activities. Make sure to review the requirements of the consulate that services your region. [Here is the link](#) to the full list of Chinese consulates for each region.

M Visa – This is a visa issued for commercial purposes. Make sure to review the requirements of the consulate that services your region. [Here is the link](#) to the full list of Chinese consulates for each region.

L Visa – The following documents are required for those who will travel to China on an L Visa. Please check with a Chinese Consulate for a list of the most up-to-date requirements and visa fees. If you have family or friends visit you in China, this is likely the type of visa they will obtain. Make sure to review the requirements of the consulate that services your region. [Here is the link](#) to the full list of Chinese consulates for each region.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in China at a recognized language school, university, etc. may be eligible to legally work in China while studying. Typically, a student visa (known as an **X Visa** in China) must be processed before departing for China. Contact a Chinese Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Chinese Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Visa Service

There are many visa services out there that will help process the different Chinese visas for a fee instead of you having to do a lot of the legwork at a consulate or embassy.

- **Teaching Nomad** - <https://www.teachingnomad.com/teach-abroad/teach-in-china/document-authentication-info>
- **My Globe Consulting Legalization** - <http://www.myglobehr.com/service/legalization-assistance/>
- **EDAS** - <http://www.expressauthentication.com/>
- **Monument Visa** - <https://www.monumentvisa.com/adventure-teaching.html>
- **Visa Rite** - <http://www.visarite.com/>
- **My China Visa** - <http://mychinavisa.com/>

Chinese Embassies and Consulates

For more information on China and applying for a visa to China visit the Chinese Embassy or Consulate website.

- **Embassy of the People's Republic of China in the U.S.** - <http://us.china-embassy.org/eng/>
- **Chinese Consulates U.S.** - <http://us.china-embassy.org/eng/hzqz/t84229.htm>

Steps on Finding a Job in China

Read International TEFL Academy's guide [How to Find a Job in China](#) for more information and the steps one should take to gain employment in China.

ITA's Premier and Associated Schools in China

If you are interested in learning more about what it's like to work with a recruiter, check out our [Working with a Recruiter](#) document that covers why you should work with a recruiter, the process, and more!

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

Shenzhen Meten International Education – Meten English was established in 2006 and has over 50 language center in 19 cities throughout China. Meten currently employs over 350 foreign English teachers to teach students from children to adults.

To work for Meten you must meet the following criteria: have at minimum a bachelor's degree; be a native English speaker (preferred); be at least 21 years old and not over 55 years old (23 – 35 preferred). Only hiring teachers who currently reside in China.

- **To Apply:**
 - **Fill out and submit the following [application](#).**

Teach English Global Recruiting – Based out of the UK, Teach English Global recruits for language schools, kindergartens, public schools, and international schools in China, and hagwons and public schools (EPIK) in South Korea.

To work for Teach English Global, teachers must have: BA/BS, TEFL certificate, citizen of the US, Canada, UK, Australia, New Zealand, Ireland, or South Africa, and have a 100% clean background check.

- **To Apply:**
 - **Fill out and submit the following [application](#).**

Teaching Nomad – Located in the USA, Teaching Nomad recruits for hundreds of different types schools in cities all over China! To work with Teaching Nomad, you must have a BA, clean criminal record check, TEFL certificate, native English speaker and be at least 21 years of age – 55 years of age. Teaching Nomad also recruits for many other countries in Asia and the Middle East so this is a good option if you would like to see different options!

- **To Apply:**
 - **Fill out and Submit the following [application](#).**

TEFLrecruits - Was started FOR teachers BY teachers. Teaching abroad can be intimidating for both new and experienced teachers, so this is where TEFLrecruits comes in to help. As an equal opportunity employer, they have a variety of schools for teachers ranging from language programs, international kindergartens, international schools, online teaching as well as other educational programs, such as curriculum development, academic management, teacher trainer and filmed teaching for large audiences in China. Requirements to work for TEFLrecruits are a BA/BS degree, clean criminal background check, TEFL certificate, ages 22-55 (women) and 22-60 (men), and citizen of USA, UK, Ireland, Canada, Australia, New Zealand or South Africa.

- **To Apply:**
 - **Temporarily closed due to the COVID-19 pandemic. We will let you know when they reopen and start recruiting teachers again.**

- **Have a Job Offer?** Fill out [this form](#) to send your contract to Student Affairs to review before you sign it!

Adventure Teaching – Adventure Teaching is a recruiter based in Vancouver, Canada that recruits teachers for language schools, universities, public schools, and international schools all over China but especially in Tier 1 cities such as Beijing, Shanghai and Shenzhen. To work with Adventure Teaching you must have a BA degree, clean criminal record, and be a native English speaker. [Apply here](#). Watch [Adventure Teaching’s Webinar](#) to learn more!

Greenheart Travel – Recruits for two private language schools in Shenyang and Fuzhou. Both schools offer competitive salaries, airfare reimbursement, Chinese National Health Insurance, housing, bonuses, and Z Visa and Residence Permit. All teachers must qualify for a Z Work Visa: native English speaker from the USA, Canada, UK, Australia, New Zealand, and Ireland, BA degree, TEFL certificate, no criminal background, ages 20-45, and able to pass a medical exam. The Private Language Schools hire multiple times throughout the year. [Apply here](#).

Government-Run Programs

- **Greenheart Travel** – Has partnered with BIEE, a non-profit organization based in Beijing who is working with the Beijing Ministry of Education to recruit teachers for Public Schools. The program offers competitive salaries, airfare reimbursement, Chinese National Health Insurance, housing, bonuses, and Z Visa and Residence Permit. All teachers must qualify for a Z Work Visa: native English speaker from the USA, Canada, UK, Australia, New Zealand, and Ireland, BA degree, TEFL certificate, no criminal background, ages 20-45, and able to pass a medical exam. The Public Schools hire and have two start dates per year (March and August). [Apply here](#).
- Check out the [ITA Government Calendar for Asia, The Middle East and Africa](#) for more exact dates for this calendar year.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy’s China School Finder](#) – Hundreds of language schools located throughout China.

Expat Websites – A great way to find out what’s going on in China and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **China Expat** - <http://www.chinaexpat.com/>
- **E China Cities** - <http://www.echinacities.com/>
- **Asia Xpat** - <http://www.thatsmagazines.com/>
- **InterNations** - <http://www.internations.org/china-expats>

Country-Specific Websites –

- **GOV.cn** - The official government website of China - <http://english.gov.cn/>
- **Middle Kingdom Life** – Provides a wealth of information on living and working in China - <http://middlekingdomlife.com/guide/>

- **China Today** – News and travel information - <http://www.chinatoday.com/>
- **China Daily** – An English language newspaper in China - <http://usa.chinadaily.com.cn/>
- **Lonely Planet** – Travel resources for China - <http://www.lonelyplanet.com/china>
- **Teacher Gig** - <http://www.teachergig.com/jobs/china>

Country-Specific Job Boards -

- **Ajarn Recruit** - <http://ajarnrecruit.com/>
- **China Job** - Job board specific to teaching jobs in China - <http://www.chinajob.com/>.
- **Network ESL** - Job board specific to opportunities in China. Also advertises for summer/short-term opportunities - <http://www.networkesl.com/>.
- **Dave's ESL Café** - <http://www.eslcafe.com/jobs/china/>
- **E China Cities** - <http://jobs.echinacities.com/>
- **Angelina's ESL Café** - <http://www.anesl.com/schools/index.asp>
- **Recruit.net** - <http://china.recruit.net/search.html?query=english+teacher>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of more ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Contract Expectations

This [Contract Expectations document](#) covers the basics of English teaching contracts for private language schools China. Make sure to take a look at what a standard contract should include and what to expect as an employee. Remember to always speak to another teacher at the school before accepting a contract.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in China

For possible volunteer, internship, or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

VPN's

As China is not fully open and democratic, websites that we use in North America and elsewhere are often banned in China. This includes sites such as Google, Facebook, and even Skype! China has their equivalent of each platform. For example, QQ for Gmail, Weibo for Facebook, and WeChat or QQ for Skype. However, don't let the fact that you cannot get on your typical sites deter you from working in China as there are other options. This is where a VPN will come in handy!

A VPN (Virtual Private Network) is a service that will allow you access to the web safely and privately. This means you could be watching Netflix in China, however, your internet thinks you are in the USA. You can choose different countries or cities you would like your connection to be based in (i.e. Chicago) so you have access to all the American websites you want *while* you are in China! You are tricking your connection in being somewhere you are not, in extremely basic terms.

VPNs can range from free to monthly fees - the more you pay, the faster the service and chances are you won't go over your allotted amount (as some free companies give you a certain amount of data you can use per day). We understand this can be extremely confusing, so check out this [VPN for Beginners Guide](#) to learn more!

Vaccinations

For a list of any vaccinations you may need for China, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/china.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in China - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to China with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to China - http://www.icvsasia.com/index.php?option=com_content&view=article&id=71%3Aimporting-pets-into-china&catid=38%3Apet-import-export&Itemid=75&lang=en.

Hong Kong

Country Overview

The first declared Special Administrative Region of China is the Island of Hong Kong, an urban metropolis known for its vibrant neon skyline and blend of traditional Chinese culture with a modernized western style of living. Hong Kong is one of the planet's most populated areas, yet the quality of life remains high for its residents with one of the longest life expectancies in the world. Hong Kong's interplay of traditional and modern is seen in its advanced architectural style that emphasizes Feng Shui and is also seen in Hong Kong's cuisine that features some of the world's best high class restaurants coupled with traditional Chinese street food or dai pai dong.

However, this international city and world financial hub of Hong Kong has more to its landscape than skyscrapers and huge shopping malls, it is also largely dominated by mountains and hills and characterized by a subtropical climate. While the small island is known for being densely populated, only a quarter of Hong Kong's land has actually been developed. Hong Kong also has claim to one of the largest outdoor Buddha statues in the world and is renowned for its Cantonese opera and martial arts film.



Before you travel to Hong Kong

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The demand for English teachers in Hong Kong is steady. It is most common to find a job in advance of actually being in the country, but at the same time, English teachers can find a job if they are already living in Hong Kong. If you are already living in Hong Kong or plan on visiting, and find a job while you are there, you will need to leave the country in order to obtain your legal work visa. Most teachers go to Macao to change their visa status.

One of the benefits of working in Hong Kong is that there is the opportunity to teach children or adults. Jobs in Hong Kong can be found through private language schools as well as in primary and secondary schools.

Jobs in Hong Kong can be found year round, except around Chinese New Year when the entire country is celebrating! Typical contracts will be for at least 12 months. Housing and airfare are sometimes provided by the employer.

The day-to-day schedule of an English teacher in Hong Kong will vary depending on the type of school and the needs of the school. In private language schools, English teachers will work around their students' work or school schedule. This means that you can teach classes in the mornings, afternoons, and/or evenings and sometimes on Saturdays. An English teachers' schedule at public schools or universities will vary from school to school, but are comparable to school and teaching schedules as those in the United States or other countries.

"The places that I teach are learning centers, not a regular public school. My students vary from K3 through adults and I use the teaching syllabus from the first learning center for both places. My vacation time is whenever I want, just as long as I give them advanced notice."
 ITA Alum Abel B. – ITA Online June 2012

Teaching in Hong Kong at a Glance

The following chart highlights the main requirements for English teachers in Hong Kong, the best way to get a job in Hong Kong, and what a typical job is like for English teachers in Hong Kong.

Degree	Bachelor's degree is required.
Contract Length	Typical contract length is 12 months.
Peak Hiring Months	All year round
Low Hiring Months	Lunar (Chinese) New Year
Interview Procedure	In advance of being in Hong Kong or face to face in Hong Kong
Visa Info	Work Visa – Either in advance or converted from tourist visa.
Typical Students	Children or adults/business professionals
Average Monthly Cost of Living	\$2,300 - \$5,000 USD per month
Average Monthly Salary	\$2,300 - \$3,000 USD per month
Estimated Start-Up Costs	\$2,000 - \$3,000 USD
Housing	Sometimes provided by employer.
Airfare	Sometimes provided by employer.

Obtaining a Visa for Hong Kong

Teachers who plan to work in Hong Kong will either enter Hong Kong as a tourist and have their visa converted to a work visa after arrival by visiting Macao or they will have a work visa processed before going to Hong Kong. If a teacher flies to Hong Kong as a tourist, the school that hires the teacher will then assist the teacher in obtaining a work visa and Hong Kong ID card. Some schools, more often public schools, will assist their teachers in obtaining the proper work visa before they enter Hong Kong.

Additional types of visas:

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Hong Kong at a recognized language school, university, etc. may be eligible to legally work in Hong Kong while studying. Typically, a student visa must be processed before departing for Hong Kong. Contact a Hong Kong Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Hong Kong Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Hong Kong

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Bachelor's Degree

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Criminal Record Check
- Resume and Cover Letter



ITA Student Affairs Advisor Erin R. and her students in Hong Kong

Hong Kong Embassies and Consulates

- **Chinese Embassy** - <http://www.china-embassy.org/eng/visas/vephmsar/>
- **HK Immigration Department** - <http://www.immd.gov.hk/en/services/hk-visas/immigration-entry-guideline.html>

Steps on Finding a Job in Hong Kong

Read International TEFL Academy's guide [How to Find a Job in Hong Kong](#) for more information and the steps one should take to gain employment in Hong Kong.

ITA's Premier and Associated Schools in Hong Kong

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [Workaway Recruitment](#) – Recruiter that works with private language schools and international schools in Hong Kong. Teachers with a BA and TEFL qualify for private language schools and teachers with a MA qualify for international schools.

To apply: Please apply using [ITA's Application](#).

Recruiters

If you are interested in learning more about what it's like to work with a recruiter, check out our [Working with a Recruiter](#) document that covers why you should work with a recruiter, the process, and more!

- **Workaway Recruitment** - <https://www.workawayrecruitment.com/> - Great recruiter that works with private language schools and international schools in Hong Kong. Teachers with a BA and TEFL qualify for private language schools and teachers with a MA qualify for international schools. Apply to [Workaway Recruitment here](#).
- **Footprints Recruiting** - <http://www.footprintsrecruiting.com/teaching-jobs-abroad/asia/teaching-in-hong-kong> - Recruits for public school positions in Hong Kong.
- **Teachaway** - <http://www.teachaway.com/teaching-public-schools-hong-kong/> - Recruits for the NET Scheme in Hong Kong.
- **Reach to Teach Recruiting** - <http://www.reachtoteachrecruiting.com/teach-english-hong-kong> - Hires teachers to work with young learners between the ages of 3 and 12 years old.
- **Teachers for Asia** – Places English teachers in positions throughout Asia - <http://www.teachersforasia.com/>.
- **Teaching Nomad** – has been selected as the exclusive recruiter for the NET Scheme. Applications typically close in March each year and teachers should be aware that they will need to travel for an in-person interview. Applications are required to commit to a 2-year contract, hold a bachelor's degree, TEFL certificate, and be a native English speaker.
 - To apply: [Please use ITA's Referral Link](#)

Government-Run Programs

- **NET Scheme** - <http://www.edb.gov.hk/index.aspx?nodeID=262&langno=1> - The Education Bureau hires hundreds of foreign English teachers each year to teach in primary and secondary public schools. Requirements include a four-year degree and a TEFL Certification.
 - Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Hong Kong.
-

Additional Resources for Your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Hong Kong Language School Finder](#)

E-Books – [Teaching English in Hong Kong](#): A fantastic little guidebook if interested in teaching and living in Hong Kong. Includes information on jobs, visa, experiences, and more!

Expatriate Websites – A great way to find out what's going on in Hong Kong and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **InterNations** - <http://www.internations.org/hong-kong-expats>
- **GeoExpat** - <http://hongkong.geoexpat.com/>
- **HK Expats** - <http://www.hkexpats.com/>
- **Allo Expat** - <http://www.hongkong.alloexpat.com/>
- **Asia XPat** - <http://hongkong.asiaxpat.com/>

Country-Specific Job Boards –

- **Ajarn Recruit** - <http://ajarnrecruit.com/>
- **Teacher Gig** - http://www.teachergig.com/jobs/hong_kong
- **Recruit.net** - <http://hongkong.recruit.net/search.html?query=english+teacher>

Country-Specific Websites –

- **The Standard** – An English newspaper in HK - <http://www.thestandard.com.hk/>
- **China Daily Hong Kong Edition** - <http://www.chinadaily.com.cn/hkedition/2013-07/26/hk.html>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

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Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.

- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Hong Kong English - <http://www.hkenglish.com/> - Hires native English teachers to provide private tutoring sessions.

Other Jobs in Hong Kong

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Hong Kong, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/hong-kong-sar>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Hong Kong - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Hong Kong with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Hong Kong - http://www.afcd.gov.hk/english/quarantine/qua_ie/qua_ie_ipab/qua_ie_ipab_idc/qua_ie_ipab_idc.html



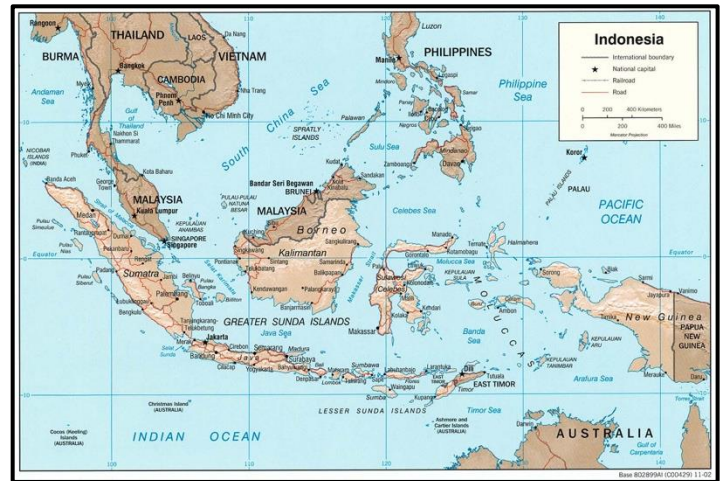
ITA Alum Abel B. and his students in Hong Kong

Indonesia

Country Overview

Indonesia is an archipelago situated in both Oceania and Southeast Asia and is comprised of over 17,000 islands, yet only 6,000 are actually inhabited. Indonesia is divided into 33 provinces and is the 4th most populous country in the world. The islands are known for their natural resources in spices like cloves and nutmeg and also in natural gas, oil, gold, copper and tin. Indonesia is also classified as being number 2 in the world for biodiversity and boasts a large species of flora and fauna. The climate is tropical with wet and dry seasons. The landscape is also marked by 150 volcanoes and forests that cover 60% of the country.

Indonesia has a history of colonialism but today the nation is primarily Muslim, yet influences from Buddhism and Hinduism are still present in the culture. Bahasa Indonesian, a language based off of Malay, is the official language of the archipelago, but the islands are also characterized as having many different linguistic and ethnic groups. Jakarta is the capital of the islands. The country is known for its traditional dances and beautiful textiles.



Before you travel to Indonesia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

English teachers in Indonesia can find teaching jobs year round. Although most interviews are conducted in advance over the phone and via Skype, some schools prefer to interview in person. Instructors are typically responsible for their own airfare and housing expense, though some schools do provide assistance in these areas. Most live in apartments recently vacated by previous teachers, and many room with coworkers.

A generous salary affords English teachers the opportunity to live a comfortable lifestyle, while saving 250–300 USD per month. Schools offer approximately 20 to 25 hours of work per week, leaving plenty of time to travel and explore Indonesia's exquisite beauty and vibrant, bustling cities. A four-year degree is required to obtain a work visa in Indonesia. TEFL

certification is required. Most of those teaching English in Indonesia will find jobs in the major cities of Jakarta, Yogyakarta, Bandung, and Surabaya. There are teaching opportunities on the island of Bali; however, its popularity means the local job market is more competitive.

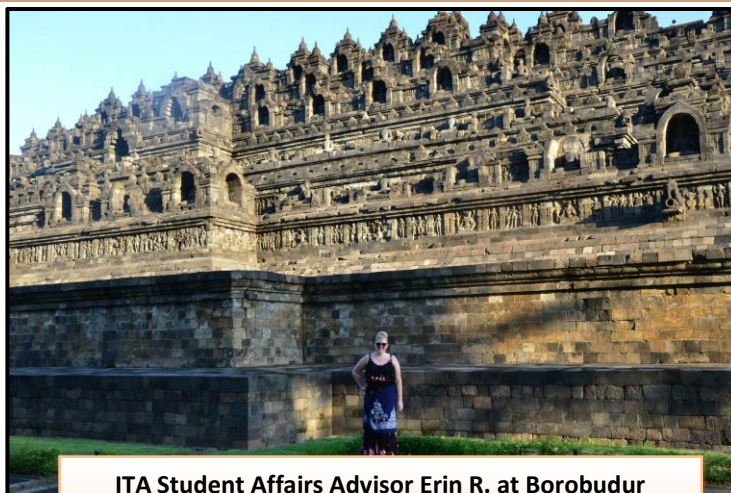
Teaching in Indonesia at a Glance

The following chart highlights the main requirements for English teachers in Indonesia, the best way to get a job in Indonesia, and what a typical job is like for English teachers in Indonesia.

Degree Requirements	BA/BS degree and TEFL/TESOL certification are required
Contract Length	Typical contract will be 12 months
Peak Hiring Months	Year round
Low Hiring Months	Islamic holidays
Interview Procedure	Via phone/email in advance, in-person interviews
Visa Info	Work visa in advance
Typical Students	Business professionals, children
Average Monthly Cost of Living	\$550 – \$850 USD per month
Average Monthly Salary	\$650 - \$1,050 USD per month (Potential to save)
Estimated Start-Up Costs	\$700 - \$1,100 USD
Housing	Occasionally provided by employer
Airfare	Occasionally provided by employer

One year's experience in Indonesia has been invaluable to the success (so far) of this second year; nevertheless, there is still so much more to learn. It has been very refreshing living in the capital city where other Westerners walk, talk, and work; I have enjoyed the relative anonymity here compared to the quiet island experience of last year.

Jessica Fox – ITA Online 2012



ITA Student Affairs Advisor Erin R. at Borobudur Temple

Obtaining a Visa for Indonesia

Work and Visitor Visas

Teachers who plan to work in Indonesia will either find their job in advance of being in Indonesia or while they are already living there. If a teacher finds a job in advance of being in Indonesia, the school will assist the teacher in obtaining a Limited Stay Visa from the Indonesian Consulate in the teacher's home country. This is also referred to as VITAS. The VITAS visa will allow the teacher to travel to and enter Indonesia without any problems. Within 3 days of arriving to Indonesia, the teacher must visit the regional immigration office. The Limited Stay Visa will then be transferred to a residence permit which allows the teacher to legally reside and work in Indonesia. The residence permit is also referred to as KITAS. For more information on these visas, visit the Embassy of the Republic of Indonesia's [webpage](#).

On the other hand, if a teacher is planning to find a job while in Indonesia, the teacher will travel to Indonesia on a tourist visa. The tourist visa can be obtained in advance of flying to Indonesia or upon arrival, known as a Visa-On-Arrival. This visa is valid for 30 days but can be extended for another 30 days in Indonesia. If a teacher plans to arrive on a tourist visa, his passport must be valid for at least 6 months beyond his intended length of stay. Once the English teacher obtains a job, he or she may have to take a trip to a neighboring country such as Singapore to apply for the work permit. For more information on Visas on Arrival, visit the Embassy of the Republic of Indonesia's [webpage](#).

Work permits are granted on a year-to-year basis and teachers have the option of renewal after each year.

Additional Types of Visas:

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Indonesia at a recognized language school, university, etc. may be eligible to legally work in Indonesia while studying. Typically, a student visa must be processed before departing for Indonesia. Contact an Indonesian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact an Indonesian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Indonesia

Required documents:

- Valid passport (must have at least 18 months validity left before expiration)
- International Resume and Cover Letter
- TEFL Certificate
- Bachelor's Degree and other recent degrees or diplomas

Recommended documents:

- Sample lesson plan
- College transcripts

Indonesian Embassies and Consulates

For more information on Indonesia and applying for a visa to Indonesia visit the Embassy of Indonesia website.

- **Embassy of Indonesia – Canada** - <http://www.indonesia.gc.ca>
- **Embassy of Indonesia – United States** - <http://www.usembassyjakarta.org/>
- **List of Consulates – Indonesia** - <http://embassy.goabroad.com/embassies-in/indonesia>

Steps on Finding a Job in Indonesia

Read International TEFL Academy's guide [How to Find a Job in Indonesia](#) for more information and the steps one should take to gain employment in Indonesia.

ITA's Premier and Associated Schools in Indonesia

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- **EF Indonesia** – The largest operating chain of schools through Indonesia (and China!). If you are looking to teach children and teens on the beautiful islands of Indonesia, while getting housing, paid holidays, Indonesian lessons, airfare and MORE, then EF Indonesia is for you.

To work for EF teachers must have: BA and TEFL qualify for all EF schools, be a citizen of US, UK< Canada, Ireland, Australia, and New Zealand, and have a clear background check

To apply: Please apply using [EF's Application Link](#) that notates you as an ITA student.

- **Rainbow School of Joy Medan** – Rainbow School of Joy has been offering an innovative teaching program in Medan, Indonesia for over 20 years. We are a growing school educating students from preschool to grade 9 (1.5 - 16 years old). We are looking for native English speakers to help our students learn and study in English. Medan is a small city (population 2 million+) located on the eastern coast of Indonesia's Sumatra island. It has all the conveniences of a modern city, with a unique vibe of its own.

To work for Rainbow School of Joy Medan, teachers must have: TEFL certificate, native English speaker from US, Canada, UK, Ireland, Australia, New Zealand, or South Africa, have a clean background check, flexible, energetic and enjoy teaching. Education Degree preferred but not required.

To apply: Send resume/CV, scanned photo page of passport, and two professional references to rainbowschooljoymedan@gmail.com

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

Using a recruiter for jobs in Indonesia is not very common as most jobs are acquired through applying directly to a school.

- **Footprints Recruiting** - <http://www.footprintsrecruiting.com/teaching-jobs-in-indonesia> - Gives priority to teachers who have used Footprints Recruiting in the past.

Government-Run Programs

Fulbright Indonesia - <http://us.fulbrightonline.org/countries/selectedcountry/62>

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy’s Indonesia School Finder](#)

Expat Websites – A great way to find out what’s going on in Indonesia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Living in Indonesia** – <http://www.expat.or.id/>
- **Expat Exchange** - <http://www.expatechange.com/indonesia/liveinindonesia.html>
- **Expat Focus** - <http://www.expatfocus.com/expatriate-indonesia>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Indonesia.

- **Expat Forum** - <http://www.expatforum.com/expats/indonesia-expat-forum-expats-living-indonesia/>
- **Jakarta Expat** - <http://jakartaexpat.biz/>
- **Workaway** - <http://www.workaway.info/hostlist.html?ct=asia&country=ID&c=&search=&x=18&y=4>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

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- **Ajarn Recruit** - <http://ajarnrecruit.com/>
- **Teacher Gig** - <http://www.teachergig.com/jobs/indonesia>
- **Recruit.net** - <http://id.recruit.net/search.html?query=english+teacher>



ITA alumnus Jessica Fox with friends in Indonesia

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

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- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Indonesia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Indonesia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/indonesia>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Banking

To open a bank account in Indonesia you are required to show your passport, temporary stay permit, and possibly a letter from your employer. Opening a bank account is a fairly simple and quick process, usually done within a day. Your employer should be able to assist you with any translating needs you may have.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Indonesia - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Indonesia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Indonesia - <http://www.petrelocation.com/resources/international-regulations/indonesia>.

Japan

Country Overview

Japan is a string of islands in the east of Asia. This country's islands have diverse climates and attractions for sight-seeing including the Sapporo Ice Festival in Hokkaido to the beaches on the island of Okinawa. Honshu, the main island, is home to the historic sites of World War II in Hiroshima and Nagasaki. The city of Kyoto, also on the main island, holds a beautiful golden temple, Kinkaku-ji, known as the Golden Pavilion, to which people visit from all over the world. The capital, Tokyo, is rich with history too. Back in the day, it was not even the capital city. It is a bustling city with many sites to see, train and subway lines to explore, and history to unveil. The most popular attractions include the Meiji Shrine, the Tokyo Tower, and the Edo-Tokyo Museum. Not to mention the trendy neighborhoods, Shibuya and Roppongi, which are often photographed to show that rush hour has a whole new meaning in a city of thirteen million people.



The Japanese way of life hinges on honoring the family, determination, and achievement. The youth are highly encouraged to go to tutoring to learn English or another field as an expertise outside of school as well as partake in soccer teams and music lessons. The food consists of rice, rice, and more rice. In the convenience stores, snacks such as Pocky (chocolate covered biscuit sticks), umaibo (crunchy sticks similar to potato chips in different flavors), and Milky (milk flavored caramel) are easily accessible. The convenience stores also have racks of manga and graphic novels. Japan also has hundreds of hyaku-en (¥100) stores as well as a long tradition of the art of washi-paper.

Before you travel to Japan

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The Asian market is one of the largest in the world for English teachers, and Japan has one of the longest traditions of employing English instructors. The Japanese have mandated that English be taught in all of their public schools, beginning at age 5 and lasting through the completion of high school. This broad base of child learners has opened a large market for teaching English in Japan. Adults are taking English language classes in the millions as well, and it often seems that language schools, known as *jukas*, are on every corner of a city block much like Starbucks coffee shops in the USA.

English teachers can find jobs year round, and in-person interviews are conducted 3 to 6 months in advance throughout the U.S., U.K., and Canada. Instructors are usually responsible for airfare and housing costs, although schools do assist in finding housing and sometimes provide accommodations. Most teachers live in apartments recently vacated by previous teachers, and many room with coworkers.

A solid hourly wage allows English teachers to live a comfortable lifestyle, while saving up to 800 USD per month. Schools typically offer 20 to 25 hours of work per week, leaving plenty of time to travel and explore. English teachers need a bachelor’s degree, and TEFL certification is required. Major cities for English teaching jobs include Tokyo, Fukuoka, Kobe, Kyoto, and Osaka.



ITA Alumnus Thomas Paeme and his class in Japan.

Teaching in Japan at a Glance

The following chart highlights the main requirements for English teachers in Japan, the best way to get a job in Japan, and what a typical job is like for teachers in Japan.

Degree Requirements	BA/BS (Four-year degree) required.
Citizenship	Native speakers from the U.S., U.K., Canada, Ireland, Australia, New Zealand and South Africa are highly desired. Citizens from other countries with documented 12 years of education in an English speaking school OR 3 years of teaching ESL are also eligible for a work visa.
Contract Length	Typical contract will be 12 months
Peak Hiring Months	Year-Round
Low Hiring Months	Golden Week Holiday – First Week of May
Interview Procedure	Interviews in US, UK, and Canada 3-6 months in advance or in-person in Japan.
Visa Info	Work Visa
Typical Students	Business Professionals and Children
Average Monthly Cost of Living	\$800 - \$2,000 USD per month (¥88,650 - 221,650)
Average Monthly Salary	\$1,500 - \$2,500 USD per month (¥166,250- 277,050)– High Savings Potential with JET
Estimated Start-Up Costs	\$2,500 - \$3,000 USD

Housing	Self-pay – Housing Advice Provided by Employer
Airfare	Self-pay – Not provided by employer

“After spending about two months before going to Japan preparing by reading as much as I could about the culture, learning some of the basic necessary phrases, and doing the preparation that the company required for its new hires, I thought I was ready. Then I read something that was so important and thought-provoking and changed my sense of readiness. It said that because the culture is so different from anything that we in the western world can fathom, it’s best to “let it happen” and not try to compare it to what we know.”

ITA Alum C. Capello

Obtaining a Visa for Japan

Teachers who plan to work in Japan will either find their job in advance of being in Japan or while they are already living there. If you find a job in advance of being in Japan, your work permit should be processed before moving to Japan. However, if you are already living in Japan, you may need to leave the country to process your work visa.

There are many different types of visas that legally allow one to work in Japan and are valid for one to three years. For a complete list of work visas please visit the following site - http://www.mofa.go.jp/j_info/visit/visa/long/index.html. Your school will determine which visa you will obtain to work in Japan.

Additional types of visas:

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Japan at a recognized language school, university, etc. may be eligible to legally work in Japan while studying. Typically, a student visa must be processed before departing for Japan. Contact a Japanese Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Japanese Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Japan

Required documents:

- Valid passport
- Certificate of Eligibility (COE) – Provided by your school and needed to obtain your work visa.
- International Resume and Cover Letter
- TEFL Certificate
- Bachelor’s Degree and other recent degrees or diplomas
- [Criminal Record Check](#) (Not always required, but recommended to obtain due to the length of time it takes to receive.)

Recommended or other possible documents:

- Sample lesson plan

- College transcripts

Japanese Embassies and Consulates

For more information on Japan and applying for a visa to Japan visit the Embassy of Japan website.

- **Embassy of Japan – United States** - <http://embassy.goabroad.com/embassies-of-japan-in-united-states>
- **List of Consulates and Embassies – Worldwide** - <http://embassy.goabroad.com/embassies-of/japan>

Steps on Finding A Job in Japan

Read International TEFL Academy's guide [How to Find a Job in Japan](#) for more information and the steps one should take to gain employment in Japan.

ITA's Premier and Associated Schools in Japan

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- **Amity** – Amity has 85 different schools all over Japan that focus on teaching children from 6 months to 18 years the English language. Amity offers a competitive salary, visa sponsorship, holidays, apartment, insurance, and more. Requirements to teach for Amity are Native English speaker, BA degree, and clean criminal record check.

To apply: Submit your resume and a 500 word essay on why you want to teach children in Japan through this [application](#). If you pass the initial application screening, a member of Amity's recruiting team will invite you to submit a one-way video. Be sure to submit this video to be considered for an interview!

- **Gaba** - Gaba offers customized 1-1 lessons to Japanese clients in 40 different learning studios all over Japan. All instructors are independent contractors that create their own schedule and income. Teachers must work a minimum of 28 hours per week. Requirements include: BA degree OR 3 years teaching experience, clean record, all nationalities (must prove education in English). Contracts can be anywhere from 6 months to a few years.

To apply: Submit your resume and cover letter through the [Gaba website](#).

- **NOVA** – Nova has 250 schools all over Japan and teaches students ages 3 and up. Nova provides airfare compensation, a signing bonus, apartment finding assistance, and a competitive salary. **Requirements to teach for Nova:** must be a Native English speaker, BA/BS+ degree, and clean criminal record check.

To apply: Fill out this [ITA Application Form](#).

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- **Interac** – Recruits for public schools in Japan - <http://www.interacnetwork.com/recruit/global.html>
 - Interac recruits in the US, Canada and the Caribbean for full-time Assistant Language Teacher (ALT) positions teaching English in Japanese public schools all over Japan. Basic requirements are a Bachelor's Degree (in any subject) and 12 years of schooling conducted in the medium of English. The major start dates are Spring

(March-April) and Fall (August-September), though there are limited placements in May-June and October. Hiring is year-round.

- Provides training/materials, help getting your visa, health insurance, and finding your apartment.
 - Offers a regular weekday schedule, public holidays off and salaried (60-80%) summer and winter breaks.
 - Salaries range between 230,000 to 250,000 yen and travel expenses reimbursed.
 - Contracts last 8 months to a year (depending on whether you start in Spring or Fall) with no maximum number years for recontracting.
- **Teach Away** – Recruits for public and private language schools in Japan - <http://www.teachaway.com/teach-english-japan/>
 - **Ittti** – Recruits for language school *Peppy Kids Club* - <http://www.ittti.com/>
 - **Footprints Recruiting** - <http://footprintsrecruiting.com/learn-about-teaching-abroad/country-guides/country/japan>

Public School Positions

Working in public schools throughout Japan is very common for English teachers. Unlike language schools in Japan, public schools typically have very strict application deadlines and start times. From time to time a teacher may be able to find a public school position outside of these times but these positions are typically filled quickly by teachers already living in Japan.

The most common public school positions are found through the Jet Program. English teachers are more commonly known as ALTs – Assistant Language Teachers – and are classroom assistants to Japanese Teachers of English.

- **Interac** – <http://www.interacnetwork.com/recruit/global.html>
- **Jet Program** – <https://jetprogramusa.org/>
- **ECC Best Career** – http://www.eccbestcareer.com/recruit/recruit_e.html.
- **Heart** – <http://www.heart-school.jp/en/>.

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Japan.

Additional Resources for Your Job Search

Language Schools – For an extensive list of language schools located throughout Japan please refer to the [Japan School Finder](#).

- **Green List** – Reviews of language schools in Japan - <http://www.english-school-greenlist.blogspot.com/> and <http://www.debito.org/greenlist.html>

Language School Chains –

- **Berlitz** – Employs more than 1200 English teachers a year in Japan - <http://teach.berlitz.co.jp/>
- **ECC** – Has 164 language schools throughout Japan and has different educational branches listed below - <http://www.ecc.co.jp/htm/english/index.html#01>.
 - **ECC Junior** – Teach English to children between 3 and 15 years old in a non-traditional classroom setting - <http://www.ecc.co.jp/htm/english/junior/index.html>.
 - **ECC Foreign Language Institutes** – Teach English to children up to adults in one of their 3 major regions in Japan (Kinki District, Chubu District, or Kanto District). Limited opportunities are available in outlying areas of Japan - <http://recruiting.ecc.co.jp/about/index.html>.
 - **ECC Best Career** – Recruits for English teachers to work mostly in public schools in the Kansai area - http://www.eccbestcareer.com/recruit/recruit_e.html.



ITA Alumnae Rachel Beede dressed in traditional wear for women: *the kimono*.

- **AEON** – Teach English to infants up to adults in locations throughout Japan - <http://www.aeonet.com/english-education/>.
- **Westgate** – Teach young learners, university students, or online students (must reside in Japan) throughout Japan. Contracts are usually signed per semester from 3 to 5 months and flights are reimbursed to Japan - <http://www.westgate.co.jp/application/>.
- **Heart** – Hires teachers to work mainly in public schools but also has positions working in private language schools - <http://www.heart-school.jp/en/>.

E-Books – [Teaching English in Japan](#): A fantastic little guidebook if interested in teaching and living in Japan. Includes information on jobs, visa, experiences, and more!

Guide to Living in Japan - http://www.mofa.go.jp/j_info/visit/visa/pdfs/guide_living_en.pdf

Expat Websites – A great way to find out what’s going on in Japan and to network with other expats is by checking out different expat websites. A few are highlighted below.

Japan Expat Forum - <http://www.expatform.com/expats/japan-expat-forum-expats-living-japan/>

- **Expat’s Guide** - <http://expatsguide.jp/>
- **InterNations** - <http://www.internations.org/japan-expats>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Japan.

- **Gaijin Pot** - <http://www.gaijinpot.com/>
- **Transitions Abroad** - http://www.transitionsabroad.com/listings/living/living_abroad/living_in_japan.shtml
- **Expat Info Desk** - <http://www.expatinfodesk.com/expat-guide/deciding-on-the-right-country/top-expatriate-destinations/japan/>
- **Japan Times** - <http://www.japantimes.co.jp/>
- **ELT News Japan** - <http://www.eltnews.com/country-guide/japan/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of more ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Ajarn Recruit** - <http://ajarnrecruit.com/>
- **O Hayo Sensei** - <http://www.ohayosensei.com/>
- **Gaijin Pot** - <https://jobs.gaijinpot.com/>
- **Jobs in Japan** - <http://www.jobsinjapan.com/>
- **Career Cross** - <http://www.careercross.com/en/>
- **Teacher Gig** - <http://www.teachergig.com/jobs/japan>

- **Recruit.net** - <http://japan.recruit.net/search.html?query=english+teacher>

Contract Expectations

This [Contract Expectations document](#) covers the basics of English teaching contracts for private language schools Japan. Make sure to take a look at what a standard contract should include and what to expect as an employee. Remember to always speak to another teacher at the school before accepting a contract.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Japan

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Japan, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/japan.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Banking

To open a bank account in Japan you are required to show your passport, residence permit, and other necessary documents. For an idea of what you need in order to open an account, review what [Shinsei Bank](#) requires. Most schools will assist their teachers in opening up a bank account and assist with any translating needs.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Japan - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Japan with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Japan - <https://www.aphis.usda.gov/aphis/pet-travel/by-country/pettravel-japan>.

Kazakhstan

Country Overview

Kazakhstan is located in Central Asia and neighbors Russia, China, Kyrgyzstan, Uzbekistan, and Turkmenistan. It also borders the Caspian Sea to the west. The landscape of Kazakhstan is made up mostly of steppe land with hilly plains and plateaus. Its diverse geography offers everything from low plains to snow-peaked mountainous regions. The variety of landscapes means that Kazakhstan has much to explore.

Kazakh culture is heavily influenced by the traditional nomadic lifestyle. But Kazakhstan has also incorporated the modern, as can be seen from the impressive high-rise buildings in cities such as Almaty and the capital, Astana. There are numerous museum complexes, ethno-villages and historical monuments, so that anyone interested in the traditions and art of Kazakhstan can find many opportunities to discover its unique culture.



Before you travel to Kazakhstan

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Kazakhstan is a prospering country where the demand for IELTS (International English Language Testing System) preparation is soaring. The economy is growing, and with economic growth and international trade comes a demand for English language skills. There is also a market for young learners which is steadily expanding.

The areas with the largest demand for English teachers are the large cities where more people can afford English language lessons.



Astana, Kazakhstan

Kazakhstan’s capital city, Astana, as well as Almaty and Atyrau have the most international schools and language schools.

Schools in Kazakhstan are in need of teachers throughout the year, so hiring can occur year-round. The peak season for hiring English teachers is in July and August, before the beginning of the school year.

“Kazakhstan is a great country and I would recommend everyone to consider it. I have not heard any of the normal stories of difficult schools like I did in other countries.”

ITA Chicago Class Alum Jeffrey Stier

Teaching in Kazakhstan at a Glance

The following chart highlights the main requirements for English teachers in Kazakhstan, the best way to get a job in Kazakhstan, and what a typical job is like for English teachers in Kazakhstan.

Degree Requirements	A 4-year degree is preferred
Contract Length	6-10 months
Peak Hiring Months	Year-round, July/August
Low Hiring Months	None
Interview Procedure	In advance
Visa Info	Work Visa
Typical Students	Children, business professionals
Average Monthly Cost of Living	\$700-\$850
Average Monthly Salary	\$350-\$1,250
Estimated Start-Up Costs	\$800-\$1,000
Housing	Accommodation provided by employer
Airfare	Some airfare reimbursement

Obtaining a Visa for Kazakhstan

Work Visa – Visas and work permits should be obtained prior to arriving in Kazakhstan. The school will aid with the process and paperwork. The following documents are required to apply for a work visa in Kazakhstan:

- Valid passport with at least one blank page
- Letter of Invitation from employer
- Copy of work permit in Kazakhstan
- Visa application form
- Passport photo
- Approximately \$160

Check the [Kazakhstan Embassy website](#) for the most up to date requirements.

Tourist Visa – It is not common for teachers to work on a tourist visa.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements,

such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Kazakhstan at a recognized language school, university, etc. may be eligible to legally work in Kazakhstan while studying. Typically, a student visa must be processed before departing for Kazakhstan. Contact a consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Kazakh Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Kazakhstan

Required documents:

- Valid passport (have work visa already)
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- University diploma
- College Transcripts
- Sample Lesson Plan

Kazakh Embassies and Consulates

For more information on Kazakhstan and applying for a visa to Kazakhstan visit the Embassy of Kazakhstan website.

- Embassy of Kazakhstan – Canada - <http://kazembassy.ca/>
- Embassy of Kazakhstan – United Kingdom - <http://www.kazembassy.org.uk/en>
- Embassy of Kazakhstan – United States - <http://www.kazakhembus.com/>
- List of Consulates – United States - <http://usa.mfa.gov.ua/en/consular-affairs/contacts>

Steps on Finding a Job in Kazakhstan

Read International TEFL Academy's [How to Find a Job in Kazakhstan](#) for more information and the steps one should take to gain employment in Kazakhstan.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. Currently, International TEFL Academy does not know of any recruiters for Kazakhstan.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Kazakhstan.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work for in Kazakhstan.

- **International TEFL Academy’s Kazakhstan School Finder** – <https://cdn2.hubspot.net/hubfs/67369/job-search-guidance/Kazakhstan-School-Finder.pdf>

Expat Websites – A great way to find out what’s going on in Kazakhstan and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Kazakhstan** - <http://www.expatakazakhstan.com/>
- **Expat Exchange** - <http://www.expatexchange.com/kazakhstan/liveinkazakhstan.html>
- **InterNations** - <https://www.internations.org/kazakhstan-expats>
- **Expats in Kazakhstan** - <https://www.facebook.com/groups/expatskz/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Kazakhstan.

- **Kazakhstan News** - <http://www.kazakhstannews.net/>
- **Astana Times** - <http://astanatimes.com/>
- **Dave’s ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **Learn 4 Good**- <https://www.learn4good.com/jobs/language/english/list/country/kazakhstan/>
- **TESALL**-<http://www.tesall.com/esl-tesol-jobs?keyword=Kazakhstan®ion=&country=Kazakhstan&submit=Search>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Kazakhstan specific job boards at this time.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Kazakhstan

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Kazakhstan, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/kazakhstan>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Kazakhstan - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Kyrgyzstan

Country Overview

Kyrgyzstan is located in Central Asia and neighbors China, Kazakhstan, Uzbekistan, and Tajikistan. It is home to Issyk Kul lake, which is the second largest mountain lake in the world, after Lake Titicaca in the Andes. The majority of Kyrgyzstan is mountainous, and that lends the country a remoteness that has helped preserve traditionally Kyrgyzstani cultures and lifestyles. Like its neighbor Kazakhstan, Kyrgyzstan has retained Russian as one of its official languages, as well as Kyrgyz.

It is more liberal than other Central Asian Countries and has been called the Switzerland of this region. This combined with its retention of authentic culture makes it an appealing option for teachers looking for a position off the beaten track.



Before you travel to Kyrgyzstan

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Kyrgyzstan is the second poorest country in Central Asia. However, there is a growing demand for teachers, especially for wealthier Kyrgyzstanis, and this demand is only expected to grow over the next couple of years.

Jobs in Kyrgyzstan are not well promoted online, so it is important to contact schools directly when you are looking for positions. Most positions are found in Bishkek, but there may be other opportunities in other major cities like Osh.

Teaching in Kyrgyzstan at a Glance

The following chart highlights the main requirements for English teachers in Kyrgyzstan, the best way to get a job in Kyrgyzstan, and what a typical job is like for English teachers in Kyrgyzstan.

Degree Requirements	A 4-year degree is preferred
Contract Length	6-10 months
Peak Hiring Months	Year-round, July/August
Low Hiring Months	None
Interview Procedure	In advance
Visa Info	Work Visa
Typical Students	Children, business professionals
Average Monthly Cost of Living	\$400-\$800
Average Monthly Salary	\$400-\$800
Estimated Start-Up Costs	\$800-\$1,000
Housing	Some accommodation provided by employer
Airfare	Some airfare reimbursement

Obtaining a Visa for Kyrgyzstan

Work Visa –The school will aid with the process and paperwork. The following documents are required to apply for a work visa in Kyrgyzstan:

- Valid passport with at least one blank page
- Letter of Invitation from employer
- Visa application form
- Passport photo

Tourist Visa – It is not common for teachers to work on a tourist visa.



Bishkek, Kyrgyzstan

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Kyrgyzstan at a recognized language school, university, etc. may be eligible to legally work in Kyrgyzstan while studying. Typically, a student visa must be processed before departing for Kyrgyzstan. Contact a consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Kyrgyz Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Kyrgyzstan

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- University diploma
- College Transcripts
- Sample Lesson Plan

Kyrgyz Embassies and Consulates

For more information on Kyrgyzstan and applying for a visa to Kyrgyzstan visit the Embassy of Kyrgyzstan website.

- Embassy of Kyrgyzstan – Canada - <https://www.embassypages.com/missions/embassy25269/>
- Embassy of Kyrgyzstan – United Kingdom - <http://kyrgyz-embassy.org.uk/>
- Embassy of Kyrgyzstan – United States - <http://www.kazakhembus.com/> <https://www.kgembassy.org/en/>
- List of Consulates – United States - <http://usa.mfa.gov.ua/en/consular-affairs/contacts>

Steps on Finding a Job in Kyrgyzstan

Read International TEFL Academy's [How to Find a Job in Kyrgyzstan](#) for more information and the steps one should take to gain employment in Kyrgyzstan.

ITA's Premier and Associated Schools in Kyrgyzstan

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [The London School of Languages](#) – Located in Bishkek, the London School of Languages is looking for US or Canadian citizens who have a BA and TEFL certificate.

To apply: Send your resume and cover letter to adviser.teacher@londonschool.kg

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- [SeekTeachers](https://www.seekteachers.com/jobs.asp?country_id=13) - https://www.seekteachers.com/jobs.asp?country_id=13

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Kyrgyzstan.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search schools that you can apply to work for in Kyrgyzstan.

- [International TEFL Academy's Kyrgyzstan School Finder](#)

Expat Websites – A great way to find out what's going on in Kyrgyzstan and to network with other expats is by checking out different expat websites. A few are highlighted below.

- [InterNations](https://www.internations.org/kyrgyzstan-expats) - <https://www.internations.org/kyrgyzstan-expats>
- [Expats in Kyrgyzstan](https://www.facebook.com/groups/1526676220980353/) - <https://www.facebook.com/groups/1526676220980353/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Kyrgyzstan.

- **Kyrgyzstan News** - <http://kabar.kg/eng/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Kyrgyzstan specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Kyrgyzstan

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Kyrgyzstan, check the Center for Disease Control website at <https://wwwnc.cdc.gov/travel/destinations/traveler/none/kyrgyzstan>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Kyrgyzstan - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Kyrgyzstan with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Kyrgyzstan - <http://www.pettravel.com/immigration/Kyrgyzstan.cfm>.



Ala Kul Lake, Kyrgyzstan

Laos

Country Overview

Covered with mountains, waterfalls and forests, Laos sits landlocked between Burma/Myanmar, China, Vietnam, Thailand and Cambodia. Scientific and architectural evidence proves that Laos is thousands of years old, and the retention of most of that ancient culture is what makes Laos a popular destination for foreigners. With a population of 6.5 million, Laos has become a popular tourist spot for its beautiful scenery and traditional architecture and culture. Silk and handmade goods from Laos are also regarded as extremely high quality and are often put on display for everyone to see.

Laos is made up of multiple different ethnic groups, reflected in the various cultures and religions practiced and languages spoken. Buddhism is a significant part of the culture in Laos, seen in everything from music to clothing to food. The Laos people also frequently enjoy soccer and Muay Lao, which is a form of kickboxing.



Before you travel to Laos

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Still a very underdeveloped country, the demand for English teachers in Laos isn't as large as it is in its neighboring countries. There is not as much foreign investment or tourism in Laos which hinders the growth of the English teaching market there. If you are still interested in finding a job in Laos it typically requires that the English teacher is already in Laos and finds his/her job by visiting schools in person. The majority of jobs are located at private language schools and are more abundant and easier to find in larger cities. Language schools in smaller towns find it more difficult to afford to pay English teachers a decent wage. One of the benefits of working in Laos is that there is often the opportunity to teach children or adults, so there is something for almost everyone. A typical contract will be between 6 and 12 months, however, schools prefer to hire teachers that plan to stay on and teach longer term. The day-to-day schedule of an English teacher in Laos will vary depending on the needs of the school, but English teachers will usually work around their student's work or school schedule.

This means that English teachers in Laos will often teach classes in the mornings, afternoons, and/or evenings. English teachers in Laos can expect to break even every month which does not allow for much, if any, savings.



Luang Prabang, Laos

Teaching in Laos at a Glance

Degree Requirements	BA/BS preferred
Contract Length	6 to 12 months
Peak Hiring Months	Year-round
Interview Procedure	In person
Visa Info	Tourist visa or work visa
Typical Students	Children or adults
Average Monthly Cost of Living	\$500 - \$1,000 USD
Average Monthly Salary	\$500 - \$1,000 USD
Estimated Start-Up Costs	\$1,000 - \$1,500 USD
Housing	Self-pay, housing advice provided by employer
Airfare	No

Obtaining a Visa for Laos

The following are the most common types of visas that can be obtained for Laos. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Tourist visas, also known as [Visas on Arrival](#), are common for English teachers to work on in Laos, however, they have to be renewed every 30 to 90 days. To obtain a Laos tourist visa, you can apply for it *upon arrival* in Laos or at a [Laos Embassy](#) in advance of travelling to Laos. A 30-day tourist visa can be extended for up to an additional 60 days while in

Laos and costs an additional \$2.00 USD per day. You can also leave Laos by going to a neighboring country. Upon reentry into Laos you will receive an additional 30-day visa.

Business Visa – A business visa allows English teachers to legally work in Laos and is valid for up to one year. This type of visa can only be obtained at a Laos embassy or consulate outside of Laos. This process can take up to 3 months.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on working holiday visas to see if you qualify - <http://www.internationalteflacademy.com/Portals/67369/job-search-guidance/working-holiday-visas.pdf>.

Student Visa – Those who plan to study in Laos at a recognized language school, university, etc. may be eligible to legally work in Laos while studying. Typically, a student visa must be processed before departing for Laos. Contact a Laos Embassy for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Laos Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Laos

Required documents:

- Valid passport (recommend to have at least 6 months validity left before expiration)
- International Resume and Cover Letter
- TEFL Certificate

Recommended documents:

- Sample lesson plans
- College transcripts
- Copy of your college diploma

Laos Embassies and Consulates

For more information on Laos and applying for a visa to Laos visit the Embassy of Laos website.

- Embassy of Laos – United Kingdom - <http://laos.embassyhomepage.com/index.htm>
- Embassy of Laos – United States - <http://laoembassy.com/>

Steps on Finding a Job in Laos

Read International TEFL Academy's guide [How to Find a Job in Laos](#) for more information and the steps one should take to gain employment in Laos.



**Buddha Park
Vientiane, Laos**

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

Currently International TEFL Academy of any recruiters that work with language schools throughout Laos.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Laos.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Laos School Finder](#)

Expat Websites – A great way to find out what's going on in Laos and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Exchange Laos** - <http://www.expatsexchange.com/laos/liveinlaos.html>
- **Orient Expat** - <http://www.orientexpat.com/laos/>
- **Expats Blog Laos** - <http://www.expatsblog.com/blogs/laos>

Country-Specific Websites – Additional resources for information about Laos.

- **Vientiane Times** - <http://vientianetimes.org.la/>
- **Asia Teaching Jobs** - <http://www.asiateachingjobs.com/laos>
- **Go Overseas** - <http://www.gooverseas.com/teach-abroad/laos>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Ajarn Recruit** - <http://ajarnrecruit.com/>
- **Vientiane Times** - <http://vientianetimes.org.la/>
- **Asia Teaching Jobs** - <http://www.asiateachingjobs.com/laos>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)



Rao Co Mountains

Other Jobs in Laos

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Laos, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/vfr/laos>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Laos - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Laos with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Laos - <http://www.pettravel.com/immigration/laos.cfm>.

Malaysia

Country Overview

In a country that displays tea plantations, rainforests, mountains, beaches and skyscrapers, Malaysia provides a wildly diverse landscape. Outside of its bustling cities, Malaysia rises to some of the world's oldest rainforests (some estimated to be nearly 130 million-years-old) which cover two thirds of the nation's geography. Flowing through the forests are intertwining rivers, mountainous caves, and nearly 3,000 miles of coastlines providing beautiful white sand beaches. The Mulu Caves of the Gunung Mulu National Park give way to the Sarawak Chamber, the largest underground cave in the world. Inside the cities, Malaysian jobs have transitioned to a global economy putting a higher emphasis on learning the English language. Because Islam is the official religion of the country, Malaysian architecture exhibits stunning Islamic aesthetics that spill into the cityscape.



Malaysia is at the center of one of the most traveled shipping routes in the world while also bordering several Southeast Asian countries- making its culture as diverse as its geography. Chinese, Indian, Thai, Filipino, and many more cultures come together in Malaysia to create a melting pot of Southeastern heritage and invent new Malaysian traditions. Oral traditions are a staple to Malaysian culture making Malaysians great storytellers. They are also known for their hospitable nature and love of sharing food. Noodles and spices are important throughout Malaysia's kitchens, and a local favorite is a salad called the *Rojak* containing vegetables, potatoes, eggs, and a peanut sauce. Of course the food is even more delicious while celebrating the many holidays and festivals Malaysia has to offer. At most of these celebrations, Malaysians wear extravagant traditional attire and partake in historical dancing and song. Tourists are always invited to participate in the festivals, and explore the rest of the nation as well. Some of the most popular tourist attractions include hiking and sightseeing in the national parks, tasting tropical fruits at the farmer's markets, and relaxing on the many beaches Malaysia has to offer.

Before you travel to Malaysia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The official language of Malaysia is known as Bahasa Malaysia, a standardized form of the Malay language. English was the official language, for a protracted period, the de facto administrative language, though Malay became predominant after 1969. English remains an active second language in many areas of Malaysian society, serving as the medium of instruction for Maths and Sciences in all public schools. If students wish to advance in their studies, knowledge of English is crucial. Malaysian English, also known as Malaysian Standard English (MySE), is a form of English derived from British English, although there is little official use of the term, except with relation to education.

English teachers in Malaysia can expect to find jobs year round, as this is a very large and lucrative ESL job market. Most English teaching job interviews are conducted in advance over the phone and via e-mail for Malaysia, however it is sometimes possible to secure a position on the ground. English teachers are responsible for airfare and housing expenses. Most teachers live in apartments recently vacated by previous teachers, and many room with coworkers.

A generous salary allows English teachers in Malaysia to live a comfortable lifestyle, while saving 300–600 USD per month. Schools typically offer 20 to 25 hours of work per week, leaving plenty of time to travel and explore. English teachers need at least a bachelor's degree, while a Master's is preferred. TEFL certification is required. Most teaching jobs are concentrated in Kuala Lumpur and other major cities.

Obtaining a Visa for Malaysia

Teachers who plan to work in Malaysia will either find a job in advance of being in the country or in person while already living in Malaysia. If you find a job in advance of being in Malaysia, your work permit, known as an Employment Pass in Malaysia, should be processed before moving to Malaysia and your school should assist you with the entire process. If you are already living in Malaysia, you may need to leave the country to process your Employment Pass.

Employment Pass - In order to obtain an Employment Pass you must have a school sponsor you, which means a school must offer you a job. It is not possible to apply for an Employment Pass without a secured job. The Employment Pass gives you the right to live and work in Malaysia for 2 years. There are many documents that need to be submitted to your employer in order to apply for the Employment Pass. Such documents can include original university degree, official transcripts, original TEFL/TESOL certificate and your contract from the school. It should also be noted that it is not legal to work in Malaysia without the proper work permit to do so. Many schools will not allow a teacher to begin work until the Employment Pass has been processed.

Additional types of visas:

Tourist Visa – If you are planning on finding your job while in Malaysia you will enter the country on a tourist visa, which is referred to as a Social Visit Pass. As a U.S. citizen it is not necessary to apply for this type of visa before you enter Malaysia. As you enter Immigrations, an Immigration Official will place an entry stamp in your passport which is typically valid for up to 90 days. Your passport will need to be valid for at least 6 more months beyond your date of entry into Malaysia.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Malaysia at a recognized language school, university, etc. may be eligible to legally work in Malaysia while studying. Typically, a student visa must be processed before departing for Malaysia. Contact a Malaysian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Malaysian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.



Teaching in Malaysia at a Glance

The following chart highlights the main requirements for English teachers in Malaysia, the best way to get a job in Malaysia, and what a typical job is like for English teachers in Malaysia.

Degree Requirements	A Bachelor's degree is required, Master's preferred
Contract Length	Typical contract will be 1-2 years.
Peak Hiring Months	All year Round
Low Hiring Months	Chinese New Year - January – 2 nd week of Feb.
Interview Procedure	Phone or email in advance, sometimes on the ground
Visa Info	Work Visa (Employment Pass) in advance or in person.
Typical Students	Adults/business professionals and children
Average Monthly Cost of Living	\$900 - \$1,800 USD per month
Average Monthly Salary	\$1,200 - \$2,300 USD per month
Estimated Start-Up Costs	\$1,000 - \$1,800 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Steps on Finding a Job in Malaysia

Read International TEFL Academy's guide [How to Find a Job in Malaysia](#) for more information and the steps one should take to gain employment in Malaysia.

Malaysian Embassies and Consulates

For more information on Malaysia and applying for a visa to Malaysia visit the Embassy of Malaysia website.

- Embassy of Malaysia – Canada - http://www.kln.gov.my/web/can_vancouver/home
- Embassy of Malaysia – United Kingdom - http://www.kln.gov.my/web/can_vancouver/home
- Embassy of Malaysia – United States - http://www.kln.gov.my/web/usa_washington/home
- Consulate of Malaysia – New York, USA - http://www.kln.gov.my/web/usa_new-york/home
- Consulate of Malaysia – Los Angeles, USA - http://www.kln.gov.my/web/usa_los-angeles/home

Job Boards

For a list of more ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Ajarn Recruit** - <http://ajarnrecruit.com/>
- **AsiaTeachingJobs** - <http://www.asiateachingjobs.com/malaysia>
- **Recruit.net** - <http://malaysia.recruit.net/search.html?query=english+teacher>
- **SeekTeachers** - http://www.seekteachers.com/jobs.asp?searchterm=&country_id=87
- **Teacher Gig** - <http://www.teachergig.com/jobs/malaysia>

Additional Resources for your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Malaysia Language School Finder](#)

Expat Websites – A great way to find out what's going on in Malaysia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Allo' Expat Malaysia** - http://www.alloexpat.com/malaysia_expat_forum/
- **Expatriate Malaysia** - <http://www.expats.com.my/>
- **Expat Living Malaysia** - <http://www.expatliving-malaysia.com/>
- **Expat Go Malaysia** - <http://www.expatgomalaysia.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Malaysia.

- **Asian Correspondent** - <http://asiancorrespondent.com/category/Malaysia/>



Islamic fashion festival in Kuala Lumpur, Malaysia

- **Malaysia Sun**- <http://www.malaysiasun.com/>
- **Dave's ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **CfBT** - <http://www.cfbt.com/teach/englishlanguageteaching.aspx> - Recruits teachers to teach in Malaysia.
- **Article: Live the Island Life in Malaysia** - <http://www.internationalteflacademy.com/blog/bid/70612/live-the-island-life-as-an-english-teacher-in-malaysia>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

Using a recruiter for jobs in Malaysia is not very common as most jobs are acquired through applying directly to a school.

- **Teach Away Recruiting** - <http://www.teachaway.com/teaching-jobs-malaysia>
- **Footprints Recruiting** - <http://footprintsrecruiting.com/learn-about-teaching-abroad/country-guides/country/malaysia>
- **Seek Teachers** - http://www.seekteachers.com/jobs.asp?country_id=87
- **Teachers for Asia** – Places English teachers in positions throughout Asia - <http://www.teachersforasia.com/>.

Government-Run Programs

- **Fulbright Malaysia** - <http://www.macee.org.my/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Malaysia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Malaysia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/malaysia>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Banking

To open a bank account in Malaysia you are required to show your passport, work permit, and other necessary documents. For an idea of what you need in order to open an account, review what [Shinsei Bank](#) requires. Most schools will assist their teachers in opening up a bank account and assist with any translating needs.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Malaysia - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Malaysia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Malaysia - <http://www.petrelocation.com/resources/international-regulations/malaysia>.



Myanmar

Country Overview

A big country yet still quite undiscovered by most tourists in Southeast Asia is Myanmar, also known as Burma. Sharing borders with India, China, Laos, and Thailand, Myanmar is also situated on the Bay of Bengal and Andaman Sea, with over 1,200 miles of uninterrupted coastline. Myanmar has had a tumultuous past, being a former independent kingdom that was colonized by the British Empire, before being annexed into the colony of India, then invaded and occupied by Japan during World War II. More recently, Myanmar was ruled by a military junta, a type of military dictatorship, until 2011 after a general election in 2010 when a civilian government was put in place. Burma is extremely ethnically diverse, which caused one of the longest-running ongoing civil wars in history, making it a country Americans and other nationalities could not visit. However, once the new civilian government was installed, relations and tourism have changed and increased. While it is certainly the road less traveled in Southeast Asia compared to its neighbors, a Tourist Master Plan was created in 2013 to have at least 7.5 million people visit by the year 2020.



Despite the years of strife, the people in Myanmar are said to be some of the “friendliest people you will ever meet in your life”. Myanmar has a very diverse range of indigenous cultures in Myanmar, including 135 different ethnic groups, with the majority being primarily Buddhist and Bamar. In many tradition villages, the monastery is the cultural center of life and male children in Buddhist families are encourage to become monks. Local festivals are also commonplace in Myanmar, with the most important being the pagoda festival, that commemorates major events in the pagoda’s history. This comes as no surprise given the fact that Myanmar is known as ‘The Land of Golden Pagoda’s’, or for short the ‘Golden Land’. Fish products, such as fish sauce, fermented seafood, and dried prawn characterize Burmese cuisine, especially coastal cities. If you are a breakfast fan, their national dish is a breakfast dish called ‘Mohinga’ that is a rice noodle and fish soup, however it is become more and more acceptable to eat it throughout the day. Myanmar isn’t for the faint of heart. If you are an English teacher looking for an adventure in a developing country, and ready for the possibility of blackouts and slow internet, Myanmar is the country for you.

Before you travel to Myanmar

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)

- [Canada](#)

Job Overview

Even though Myanmar was once considered a former British Colony, only an estimated 5% of the population spoke English as a Second Language. As borders have now opened and with an increase in travelers, the demand and need for ESL teachers is rising. While it is still a very much developing market, with English being the official language of instruction in universities currently and English being taught starting in kindergarten, there are opportunities to work in private language institutes, international schools, and universities. Contracts are typically one year long, however there are also many opportunities to volunteer in Myanmar, should you seek a more short-term contract.

Most teachers are hired in advance from their own country, however it is possible to find a job on the ground and do a visa run. You will need a tourist visa in advance of entering Myanmar should you decide to try and find a job on the ground. You can be hired all year in Myanmar, however most schools and universities will hire between May and September. A TEFL certificate is required, with a BA highly preferred, but volunteer positions and some schools are open to those without a degree. The visas can range from a business visa, requiring you to do a visa run every ten weeks to a proper work permit. Expect the process of interviewing and procuring a visa to take at least up 4 months.

English teaching jobs for teaching English in Myanmar are concentrated in Yangon, however it may be possible to find jobs in Mandalay, and the capital city of Naypyidaw, with some opportunities in smaller towns, especially if interested in volunteering.

Teaching in Myanmar at a Glance

The following chart highlights the main requirements for English teachers in Myanmar, the best way to get a job in Myanmar, and what a typical job is like for English teachers in Myanmar.

Degree Requirements	BA/BS strongly preferred
Contract Length	1 year
Peak Hiring Months	All year, May-September peak hiring season
Low Hiring Months	Burmese holidays
Interview Procedure	Typically in advance
Visa Info	Business visa or possible Work visa
Typical Students	Children and adults/business professionals
Average Monthly Cost of Living	\$650 - \$800 USD
Average Monthly Salary	\$900 - \$1,800 USD
Estimated Start-Up Costs	\$1,100 - \$2,000 USD
Housing	Self-pay – sometimes provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Myanmar

Note: As Myanmar is opening to tourists, teachers, and foreign investors/companies, laws are continuously changing. The infrastructure was never really set up for foreign workers and the government is still trying to work on this, as a foreigner work permit was only introduced in 2012.

Multi Re-Entry Permit – A multi re-entry permit may be requested on your behalf from some schools. It allows someone to work in Myanmar up to one year and you are allowed to leave Myanmar for international travel within that year. To be eligible for the Multiple Journey Special Re-entry Visa, the applicant must have traveled to Myanmar on a business visa a minimum of three separate times and present evidence that they are employed as a consultant, director, or manager. You must also have a Stay Permit (see below).

Stay Permit – The Stay Permit allows the holder to work for either three months or one year **without** re-entry into Myanmar. Therefore, the Stay Permit is valid for a single trip to Myanmar. You need this permit to apply for the multi re-entry permit.

Business Visa – The business visa is for business people who have commercial interests in Myanmar, or who intend to do business in the country. This visa allows the visa holder to stay in Myanmar for up to 10 weeks, and it is valid for three months from the date of issue. If you are asked to work on this visa (common) you will have to leave Myanmar every 10 weeks. A school may or may not pay for this.



Balloons over Bagan, Myanmar

Documents Needed – Please see the following for typical documents need to apply for the above visas. It is always recommended to check with your school and local consulate on any additional documents one needs in order to apply for the work visa, work permit and residence visa.

- Visa Application
- Passport and copy of passport information page
- Resume/CV
- A guarantor from the Myanmar registered company who is the one officially inviting the applicant. The guarantor must be the managing director or owner of the company, and must give a copy of the Myanmar company registration certificate. The guarantor may be contacted by the immigration authorities during the application process (**for business visa**)
- Invitation letter from a Myanmar registered company on its official letterhead
- Two recent color photos with white background sized 35mm x 45mm
- Recommendation letter from the employer, including details about the type of business, purpose of visit, applicant's name, passport details, position in company, and intended entry and exit dates (**multi re-entry visa**)
- Authorization letter notarized and legalized by the relevant Myanmar Embassy or Consulate (**multi re-entry visa**)
- Company documents, including certificate of registration, permit, company affidavit (**multi re-entry visa**)
- Other documents as required (**especially for multi re-entry visa and stay permit**)

Additional types of visas:

Tourist Visa – The tourist visa is valid for 3 months but you can only legally stay in Myanmar for 28 days at a time. It is not recommended to work on a tourist visa in Myanmar, especially when business visas are easy to obtain.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Other – It is always recommended to contact a Myanmar Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Myanmar

Required documents:

- Valid passport (Should be valid for at least 6 months)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School
- Diploma and other recent degrees or diplomas
- Visa Application form



Myanmar Embassies and Consulates

For more information on Myanmar and applying for a visa to Myanmar visit the Embassy of Myanmar website.

- Embassy of Myanmar – Canada - <http://www.meottawa.org/>
- Embassy of Myanmar – United Kingdom - <http://www.londonmyanmarembassy.com/>
- Embassy of Myanmar – United States - <http://www.mewashingtondc.com/>
- List of Consulates – United States - <http://www.mewashingtondc.com/missionsinUS.php>

Steps on Finding a Job in the Myanmar

Read International TEFL Academy's guide [How to Find a Job in Myanmar](#) for more information and the steps one should take to gain employment in Myanmar.

ITA's Premier and Associated Partners in Myanmar

- **Your First Choice (YFC) Education Center** - Y.F.C Education Center was opened in a small state to teach young learners (but also older learners!) because this state of Myanmar is not developed compared to other parts and has poor education. Most of young learners cannot afford to study in popular cities like Yangon. To improve education, they are hiring native English teachers who are qualified to teach in English language. **NOTE:** This is for people who are up for an adventure and who want to teach - Myanmar is still considered "underdeveloped" compared to its neighbors, and as such the pay will be lower, things will a lot more conservative, and you aren't going to get paid as much as in other countries in Asia.

To apply: Fill out this [ITA Application Form](#).

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- SeekTeachers - http://www.seekteachers.com/jobs.asp?searchterm=&country_id=91
- TeachAway - <https://www.teachaway.com/teach-in-myanmar>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Myanmar.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Myanmar School Finder](#)

Expat Websites – A great way to find out what's going on in Myanmar and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Mingalapar – Myanmar Forum** - <http://mingalapar.com/forum/>
- **Expat Exchange** - <http://www.expatechange.com/burma/liveinburma.html>
- **InterNations** - <https://www.internations.org/myanmar-expats/guide>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Myanmar.

- **Myanmar Times** - <http://www.Myanmar-insider.com/>
- **Arab Times** - <http://www.arabtimesonline.com/news/>
- **Myanmar Daily News** - <http://q8dailynews.com/>
- **Myanmar News Agency (KUNA)** - <http://www.kuna.net.kw/Default.aspx?language=en>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the Resources for Your Job Search section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Asia Teaching Jobs** - <http://www.asiateachingjobs.com/myanmar>
- **Dave's ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **Serious Teachers Job Board** - <http://www.seriousteachers.com/>

- **ESL Job Board** - <http://esljobs.biz/>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:



- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Myanmar

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

- [TravelBud](#) – TravelBud offers guaranteed and vetted, paid teaching positions in Myanmar along with pre-departure and 24/7 in-country support for a program fee. Positions are available in a variety of locations throughout Myanmar. To explore your options and apply, check out their website.

Vaccinations

For a list of any vaccinations you may need for Myanmar, check the Center for Disease Control website at <https://wwwnc.cdc.gov/travel/destinations/traveler/none/burma>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Moving to Myanmar with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Myanmar. - <http://www.pettravel.com/immigration/Myanmar.cfm>

Singapore

Country Overview

The Republic of Singapore is the second most densely populated country in the world. Singapore is located at the southern tip of the Malay Peninsula in Southeast Asia. This small country is a city-state located on one main island and 63 tiny islands, a majority being uninhabited. Singapore is a highly urbanized country, most of the primary rainforest has been removed to make way for houses and business centers. The Bukit Timah Nature Reserve is the only remaining rainforest on the main island. The country is home to a tropical rainforest climate, resulting in a uniformly hot and humid climate with no distinctive seasons. Singapore has a highly developed market-based economy, considered to be one of the freest and most business-friendly economies in the world. The country's Foreign-exchange Trading Centre is the fourth largest in the world after London, New York City and Tokyo. The economy is mainly focused on the export of electronics, chemicals, and the refining of petroleum. Singapore's port is one of the five busiest ports in the world, and is a global leader in ship-repair and oil-rig production. The culture of Singapore is highly diverse with a population of 5 million people, 42 percent of which are foreigners. Chinese, indigenous Malay, Indian, Caucasian and Eurasian cultures have mixed together to create a very unique Singaporean culture. English is the main language of Singapore with Mandarin Chinese being the second most spoken language. A small percentage of the population continues to speak the indigenous Malay language. Chinese, Indian, and Malay cuisine dominate the national cuisine, with many dishes made with different meats like chicken and beef, seafood, spices, rice as well as tofu. Sentosa Island is one of the most popular tourist attractions in Singapore, with white sandy beaches and crystal clear water. Universal Studios is located on the island along with many unique bars and cafes.



Before you travel to Singapore

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

English teachers in Singapore can expect to find jobs throughout the year, as this is a wealthy nation with a high need for qualified native English speaking teachers. Interviews here are conducted well in advance, both over the phone and via Skype. Instructors are responsible for airfare and housing expenses. Most teachers live in apartments recently vacated by previous teachers, and many room with coworkers.

A solid hourly wage affords English teachers a comfortable lifestyle, with the possibility to save up to 500 USD per month above the cost of living. English language schools in Singapore typically offer around 20 to 25 hours of work per week, leaving plenty of time for you to take advantage of your location and explore. English teachers need to have a bachelor's degree to teach in Singapore, and TEFL certification is required.

The day-to-day schedule of an English teacher in Singapore will vary depending on the type of school and the needs of the school. In private language schools, English teachers will work around their students' work or school schedule. This means that you can teach classes in the mornings, afternoons, and/or evenings and sometimes on Saturdays. An English teachers' schedule at public schools or universities will vary from school to school, but are comparable to school and teaching schedules as those in the United States or other countries.

Teaching in Singapore at a Glance

The following chart highlights the main requirements for English teachers in Singapore, the best way to get a job in Singapore, and what a typical job is like for English teachers in Singapore.

Degree	Bachelor's degree is required.
Contract Length	Typical contract length is 12 months.
Peak Hiring Months	All year round
Low Hiring Months	Lunar (Chinese) New Year
Interview Procedure	In advance of being in Singapore or face to face in Singapore
Visa Info	Work Visa – Either in advance or converted from tourist visa.
Typical Students	Children or adults/business professionals
Average Monthly Cost of Living	\$2,750 - \$3,400 USD per month
Average Monthly Salary	\$2,750 - \$3,400 USD
Estimated Start-Up Costs	\$5,500 - \$6,800 USD
Housing	Self-pay, not provided by employer.
Airfare	Self-pay, not provided by employer.

Obtaining a Visa for Singapore

Teachers who plan to work in Singapore will either find a job in advance of being in the country or in person while already living in Singapore. If you find a job in advance of being in Singapore, your work permit, known as an Employment Pass, should be processed before moving to Singapore and your school should apply for the Employment Pass on your behalf. If you are already living in Singapore, you may need to leave the country to process your Employment Pass.

Employment Pass – There are three types of Employment Passes. Which one you receive depends on your monthly income. English teachers are usually issued a P2 or Q1 Pass.

- **P1 Pass** – Issued to those with a minimum income of more than S\$8,000 per month
- **P2 Pass** – Issued to those with an income between S\$4500 and S\$7999 per month
- **Q1 Pass** – Issued to those with an income between S\$3000 and S\$4499 per month

You can find more information about the Employment Passes listed above on the Ministry of Manpower [website](#).

In order to obtain an Employment Pass you must have a school sponsor you which means a school must offer you a job that you accept. It is not possible to apply for an Employment Pass without a secured job. The Employment Pass gives you the right to live and work in Singapore. There are many documents that need to be submitted to your employer in order to apply for the Employment Pass. Such documents can include original university degree, official transcripts, original TEFL/TESOL certificate and your contract from the school. It should also be noted that it is not legal to work in Singapore without the proper work permit to do so. Many schools will not allow a teacher to begin work until the Employment Pass has been processed.

Additional types of visas:

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Singapore at a recognized language school, university, etc. may be eligible to legally work in Singapore while studying. Typically, a student visa must be processed before departing for Singapore. Contact a Singapore Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Singapore Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Singapore

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Bachelor's Degree

“My centre owner had me fill out a few documents while I was still in the U.S. I scanned them back to him, and he applied for my Employment Pass. He paid for the process, and he set up an appointment for me to finalize the paperwork once I was in Singapore. I brought all of the necessary documents and got fingerprinted, and then picked up my Employment card about one week later. It was very easy, though be exact with your documents, they are picky!” ITA Alum Whitney H. ITA Online May 2013

Recommended documents:

- Sample lesson plan
- Official College transcripts
- Copy of your college diploma
- Criminal Record Check
- Resume and Cover Letter

Singapore Embassies and Consulates

- **List of Singapore Embassies and Consulates Worldwide** - <http://embassy.goabroad.com/embassies-of/singapore#>

Steps on Finding a Job in Singapore

Read International TEFL Academy's guide [How to Find a Job in Singapore](#) for more information and the steps one should take to gain employment in Singapore.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- **TeachAway** - <http://www.teachaway.com/teaching-in-singapore> - Recruits for Ministry of Education programs in Singapore.
- **Teachers for Asia** – Places English teachers in positions throughout Asia - <http://www.teachersforasia.com/>.

Government-Run Programs

- **Ministry of Education Singapore** - <https://www.moe.gov.sg/careers/teach> - Hires teachers to work in public and private school positions throughout Singapore.
- **Fulbright Singapore** - <http://us.fulbrightonline.org/countries/selectedcountry/82>

Additional Resources for Your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Singapore Language School Finder](#)

Expat Websites – A great way to find out what's going on in Hong Kong and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Enter Singapore** - <http://www.entersingapore.info/expat-lifestyle/index.php>
- **Singapore Expats** - <http://www.singaporeexpats.com/>
- **Expat Singapore** - <http://www.expatsingapore.com/>
- **Internations Singapore** - <http://www.internations.org/singapore-expats>
- **Xpat Xperience** - <http://www.xpatxperience.com/>

Country-Specific Job Boards –

- **Recruit.net** - <http://singapore.recruit.net/search-english-teacher-jobs>
- **Teacher Gig** - <http://www.teachergig.com/jobs/singapore>
- **Job is Job** - <http://www.jobisjob.com.ph/singapore/teacher/jobs#what=teacher&where=singapore&title=English%20Teacher>
- **Job Street** - <http://www.jobstreet.com.sg/>

Country-Specific Websites –

- **Locanto** – An online classifieds site for Singapore - <http://singapore.locanto.sg/>
- **Singapore Times** – An English newspaper in Singapore - <http://singaporetimes.com/>
- **Kidon Media** – English media resources in Singapore - <http://www.kidon.com/media-link/sg.php>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of more ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Singapore

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.



ITA Alum Whitney H. during training at I Can Read!

- **I Can Read System** - <http://www.icanreadsystem.com/center/singapore/> - An English literacy program that provides English development to children in Singapore and other Asian countries.

Vaccinations

For a list of any vaccinations you may need for Singapore, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/singapore>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Singapore - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Singapore with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Singapore -

<http://www.ava.gov.sg/AnimalsPetSector/ImportExportTransOfAnimalRelatedPrd/PetsPersonal/>

South Korea

Country Overview

Combining thousands of years of history and culture with one of the world's most dynamic and technologically advanced economies, South Korea offers the ultimate 21st century Asian experience. Sixty years ago at the end of the Korean War, South Korea was literally a basket case economy where 80% of population lived on less than a dollar a day. Today, this small nation (roughly the size of Indiana) is the 11th largest economy in the world and Korean companies like Samsung, Hyundai are world leaders in sectors from construction and automobiles to high tech electronics. Korea boasts the highest rate of broadband Internet access, nearly 100% literacy levels and some of the lowest crime rates worldwide. Cities like Seoul and Busan are among the most modern and cosmopolitan on the planet, offering a wide array of world class shopping, dining and nightlife.



Here you can ride a 200 mph bullet train, explore ancient Buddhist temples, hike through serene mountain ranges and dance the night away “Gangnam Style” in a world class nightclub all within a day’s time. Koreans are rightfully known for their industrious and disciplined nature, but while they work hard, they also play hard. A day’s work is often capped off with a few shots of soju (the nation spirit), a communal meal of barbecue and perhaps a visit to the neighborhood *noraebang* (a Korean karaoke club) for a fun-filled session of drinking and singing. From hiking and skiing to baseball, soccer and Taekwondo, Koreans are also enthusiastic lovers of both the outdoors and sports (the nation is slated to host the 2018 Winter Olympiad), and in recent years Korean pop culture – from music and movies to soap operas – has become the rave across Asia.

Before you travel to South Korea

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department’s website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department’s information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

South Korea has the largest English teaching market in the world with nearly 20,000 English teachers in the country. It is one of the best countries to work in for teachers who are looking to be able to save money while working.

English teaching positions can be found either in *hagwons* (private language schools) or public schools. Many public school positions can be found through government-run programs, such as EPIK, GEPIK or SMOE.

Recruiting agencies will be your primary tool for job placement in Korea. There is no charge for using a recruiting agency. If you come across an agency that wants to charge you, it is most likely a scam. Recruiters should only be paid by the school that ultimately hires you.

There are thousands of available English teaching jobs in South Korea every month, which makes it a great option but also a bit overwhelming. Jobs can easily be found in Seoul, Busan and other cities and smaller towns throughout Korea. Recruiters are a good starting point for anyone looking to work in Korea. They help with the entire process and can be a good mediator between a teacher in the western world and the jobs in the east. Recruiters typically work directly for schools in Korea. Therefore, they do not find jobs for English teachers at schools that they don't have contracts with. What one recruiter might tell you about job opportunities in a specific town or city can be completely different than what another recruiter will tell you about the same town or city.

Anyone interested in working in South Korea should begin their search around 6 months prior to when they actually want to be in the country. The entire process, from gathering necessary documents for a work visa (E2 Visa) to going through the interview process and accepting a position can be lengthy.

Teaching in South Korea at a Glance

The following chart highlights the main requirements for English teachers in South Korea, the best way to get a job in South Korea, and what a typical job is like for English teachers in South Korea.

Degree Requirements	A 4-year degree is required.
Citizenship Requirements	U.S., U.K., Canada, Ireland, Australia, New Zealand and South Africa
Criminal Record Check (CRC)	A national record check is required. Any charge will disqualify an English teacher from working in South Korea.
Health/Medical/Drug Check	Teachers must be mentally and physically healthy to work in South Korea. A health check is required for all teachers once they arrive to South Korea. Any communicable diseases or proof of drug use may disqualify an English teacher from continuing with his or her contract.
Contract Length	Typical contract is 12 months.
Peak Hiring Months	Private Language Schools (hagwons)- All year round Public Schools – February/March or August/ September start dates (applications are typically due at least 2 months prior to the



ITA Alum Christie H. with her students in South Korea.

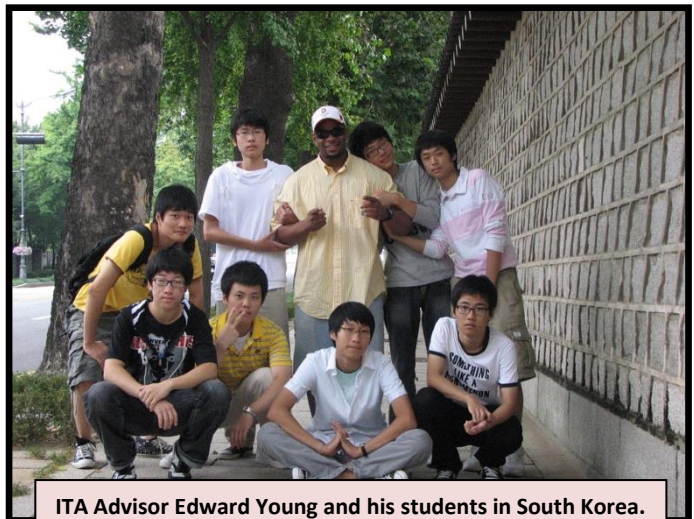
	start date.)
Low Hiring Months	None for Private Language Schools
Interview Procedure	In advance of being in South Korea
Visa Info	English teachers will get an E2 Work Visa before leaving for South Korea.
Typical Students	Mainly children.
Average Monthly Cost of Living	\$650 - \$900 USD per month
Average Monthly Salary	\$1,850 - \$2,500 USD per month
Estimated Start-Up Costs	\$1,000 - \$2,000 USD
Housing	Free housing or housing subsidy provided by employer.
Airfare	Reimbursed by employer.

Public Schools VS. Private Language Schools (hagwons)

Public Schools: English teachers are hired twice a year to teach in public schools through the EPIK ([English Program in Korea](#)), GEPIK ([Gyeonggi English Program in Korea](#)), and SMOE ([Seoul Metropolitan Office of Education](#)). Jobs through these programs are competitive, have a long application process, and need to be applied for as soon as the application opens up for the next start date. Teaching positions with these programs typically begin in February or March and again in August or September with the application opening up approximately 4 – 6 months before the start dates. A position will rarely open up for a public school position throughout the school year.

To apply to work in a public school, it is recommended to work with a recruiter that works with the program rather than applying directly through the program’s website. A recruiter can help you along the way with the entire application process and ensure that it is in perfect order before being submitted. Once your application is submitted to the program, it is then up to the program to contact you for an interview and ultimately offer you a teaching position. If you want to work with a program such as the EPIK program, it is recommended to only work with one recruiter rather than multiple recruiters.

Private Language Schools: Teaching positions at *hagwons* can be applied to throughout the entire year and do not have specific start dates like the public school programs. As with public schools, it is also recommended to work with a recruiter when looking for private language school positions. It is more acceptable to work with more than one recruiter when applying to work at *hagwons* since you will be applying to work at different schools, rather than just with one program.



ITA Advisor Edward Young and his students in South Korea.

“I work 22 hours a week with 3rd-6th graders and 2 adult classes. The pay is pretty good and I’m able to save quite a bit after paying bills. I’m in a small public school that values English education, so my work environment is pleasant. The principal and Korean teachers expect great teaching from me and treat me with respect. My vacation time is 21 days, split between winter and summer months. After teaching either winter or summer camp, I can take up to 2 weeks off for each.

I love working overseas. It gives me the chance to make good money, save and still enjoy life by traveling and experiencing a different country, culture and people.”

TEFL Alum Delia N. ITA Online July 2011

This chart provides general differences between public and private language school teaching. Although these differences are common, each school and school type will vary depending on what the principal or director of the school requires of or provides for their teachers.

	Public Schools	Private Language Schools
VACATION DAYS	Approximately 20 days per year plus all national holidays.	Approximately 10 days per year plus all national holidays.
HEALTH CARE	Teachers pay about 50% of their health care that they receive through Korea's national health care plan.	Hagwons use either Korea's national healthcare plan or private health care for their teachers. Teachers will be responsible to pay a portion or all of their health care costs.
LOCATION	Can be placed anywhere depending on where the program's needs are - cities, suburbs, or a rural area of South Korea. Teachers need to be flexible.	Teachers are able to be pickier in regards to where they teach. Teachers are not placed in a specific city or town.
TEACHING ENVIRONMENT	As an English teacher it is possible that you will be the only native English speaker at the school. Public schools typically only have one to two English teachers working at each school. Depending on location and placement, the teacher may also be only native English speaker in town.	Will work with many other English teachers at your school. Typically not the only native English speaker in town depending on where you chose to teach in South Korea.
TYPE OF STUDENT	Pre-K through high school	All ages – children to adults. Teaching adults is rare in South Korea and the pay is typically much lower than teaching children.
CLASS SIZE	Larger classes than in hagwons. Classes can have up to 30 – 35 students.	Smaller class sizes than in public schools. Classes can range from one to 15 students. Classes for pre-k or kindergarten students tend to be larger.
DAILY SCHEDULE/WORK HOURS	Teachers typically work a normal school day from about 8 – 4.	Teachers can work in the mornings afternoons, and/or evenings. There is not a set schedule; teachers typically work 20 – 30 hours per week not including prep time.
AIRFARE	Will typically be reimbursed after arrival in South Korea or paid for in advance by school.	Can be reimbursed after arrival in South Korea; can be paid for in advance by school; or can receive an allowance (certain amount of money) up front to put towards a flight.
TYPE OF TEACHING JOB	Work as an assistant English teacher/co-teacher to the main Korean English teacher. Do not have to do much of the lesson planning and are there mainly as an aide to the head English teacher.	Have your own classroom and students. It is rare to be a co-teacher or assistant in hagwons. You will do your own lesson planning, grading, etc. and be in complete charge of your students and classroom.

Process for Finding a Job in South Korea

1. Begin collecting documents needed to obtain an E2 Visa (see list below in the [Documents Needed to Work in South Korea](#) section. This will not apply to anyone who has an F4, F2-1, or F5 visa for South Korea.)
2. Apply to work with at least 2 or 3 different Korean recruiters. ITA has a preferred list of recruiters for South Korea below in the [Recruiter](#) section below. *Please note that if you are specifically applying to work with a program such as EPIK, GEPIK or SMOE, you should only work with ONE recruiter.*
3. After you apply to work with a recruiter they will set up a pre-screening phone or Skype call with you. During this call they will find out more about you and your preferences for a job in South Korea – location, school type, age of students, etc.
4. If the recruiter feels as though they can match you with a school they will then begin to send you available jobs – sample contracts, job descriptions, location, photos if available, etc.
5. If you are interested in the available jobs you will then arrange a phone or Skype interview with the school.
6. If the school chooses to offer you a position, they will send you a contract to sign. **(NOTE: Be sure to only sign the contract you plan on moving forward with. Canceling a contract after you've already accepted it may result in you being unable to find work in South Korea in the future.)**
7. After you sign the contract you will need to send necessary documents to your school or recruiter in South Korea. Your school will take these documents to the Ministry of Justice and Immigration in Korea to get a Visa Issuance Number for you and send it to you via trackable mail once they have it.
8. Once you have your visa issuance number you will then need to apply for your E2 Work Visa at the Korean Consulate in your home state or country.

Documents Needed to Work in South Korea

Teachers who plan to teach in South Korea will need to obtain an **E2 Work Visa** before moving to South Korea. This will not apply to anyone who has an F4, F2-1, or F5 visa for South Korea. It is not possible to get a work visa unless you first have a job as your employer will need to provide you with certain documents proving that you are employed. The following list of documents is a general list of what is needed to work in South Korea. As visa laws constantly change, please check with your recruiter or Korean Consulate if you need additional documents. Please contact your recruiter for any questions you have on submitting your documents for your visa.

- **International Resume and Cover Letter** – Please follow our guidelines in the resume and cover letter sections of this manual when creating your international resume and cover letter.
- **Photo(s)** – Schools typically ask for at least 2 photos – one head shot and a full-body shot.
- **Valid Passport from the U.S., U.K., Canada, Ireland, Australia, New Zealand or South Africa** – Your passport typically needs to be valid for at least 6 months beyond your intended plan of stay.
- **Criminal Record Check (CRC)** –
 - This is also referred to as an *Identity History Summary Check (IHSC)*
 - Your criminal record check must be a national level check. State or local CRCs are no longer accepted.
 - It is recommended to apply for 2 criminal record checks.
 - To order more than one IHSC, mark the appropriate line on the [credit card authorization form](#) and include the correct payment amount (*this specific form is used for US Citizens.*)
 - Public school programs such as EPIK only require one background check, however, many private language schools are beginning to request 2 original background checks. One will be used for immigration purposes as you apply for your work visa and the other will be used in South Korea when your school registers you with the Ministry of Justice and Education. Although not every school (as of June 2012) requires 2 IHSC, International TEFL Academy highly recommends ordering 2 so as not to delay when you can begin teaching in South Korea.

- University transcripts are mainly used for public school positions but some private language schools may ask for them.
- Must be official (unopened and sealed with a stamp and/or signature over the seal.)
- May need up to order up to 3 official transcripts.
- **Health Statement**
 - This is a questionnaire from the Korean government where you personally answer the questions about your health history. Once you arrive in Korea a full blood test and physical exam will be administered.
 - The test will include testing for narcotics, TB, HIV, and other communicable diseases.
 - If you do not pass the health exam in Korea you can potentially have your visa revoked and can lose your job.
- **2 Letters of Recommendation**
 - The letters are typically used for public school positions only, but private language schools may ask for them.
 - Must be original.
 - Can be from previous employers or past professors.
 - Must be signed in black ink.

South Korean Embassies and Consulates

- **South Korea Embassy and list of Consulates** – United States - <http://south-korea.embassy-online.net/South-Korea-Embassy-Washington-DC.php>
- **South Korea Embassies and Consulates** – Worldwide - <http://embassy.goabroad.com/embassies-of/south-korea>

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

If you are interested in learning more about what it's like to work with a recruiter, check out our [Working with a Recruiter](#) document that covers why you should work with a recruiter, the process, and more!

Requirements to work with any recruiter or school in South Korea:

1. Bachelor's degree
2. TEFL Certificate
3. 100% Clean Criminal Record Check

ITA's Premier Recruiters for South Korea

(We recommend starting with these recruiters first as ITA has the closest relationship with them – we have vetted them out and have many students who have worked with them previously).

Hagwons

- **Kinetic Recruiting** – Headed up by ITA Alumnus Tony Riordan, Kinetic Recruiting is based in South Korea and is a recruiting company built by a teacher for teachers. It primarily recruits for POLY schools throughout South Korea, with a heavy concentration in: Chungbuk, Gyeonggi-do, Seoul, and Incheon regions. Must love working with children, as positions are primarily in kindergarten up to elementary school age.
[Complete this application to apply](#) to Kinetic Recruiting.

- **Teaching Nomad** – Denver, USA based recruiter who focuses mostly on recruiting for China but also works with schools all over Asia and the Middle East.
[Complete this application to apply](#) to Teaching Nomad.
- **TEIK** – Expat recruiter based in South Korea with positions all over Korea who has been an ITA partner for many years.
[Complete this application to apply](#) to TEIK.
- **Travel and Teach Recruiting, Inc.** – Toronto, Canada based recruiter who works with hagwons directly (not their headquarters!) Positions available all year and all over Korea.
[Complete this application to apply](#) to Teach and Traveling Recruiting.
- **YUNA Recruiting** – Looking for a local Korean “ma and pa” type recruiter? Look no further than YUNA! What started as a wife and husband duo opening their own hagwon, has turned into a recruiting company for their school and 80 other hagwons in South Korea! They provide superior educational products and services through diverse media channels that include traditional outlets as well as Internet and mobile device applications. Their goal is to connect students with teachers in giving the students the best outcome in learning the English Language. **To work for YUNA:** BA/BS+, clean criminal record, be from US, Canada, UK, Ireland, Australia, New Zealand, or South Africa, have your COVID 19 vaccination.
[Complete this application to apply](#) to YUNA Recruiting.

ITA's Associated Recruiters for South Korea

Hagwons

- **Adventure Teaching** – Vancouver, Canada based recruiter that recruits for hagwons and international schools in Korea. Check out their [webinar](#) and [website](#) to apply.

EPIK

- **Korvia Consulting** – Korvia is now the **exclusive** partner for EPIK, the public schools' ESL teacher placement program in Korea, administrated by the government of Korea.

Since EPIK has a long application process, this can be a daunting experience for some. the service that Korvia provides is to make sure their applicants have the smoothest ride possible in applying to EPIK. They have guidelines, emails sent out with each stage of the application, extensive research and development on how the application has been processed and does process now etc. They make sure that everything is without errors and good to go until the end, which is when teachers come into Korea. Not only this, but they also have another paid service right after the accepted teachers come in called the pre-orientation.

Since EPIK has an orientation for each intake, Korvia holds their own pre-orientation. This is to make sure that the teachers that have applied through Korvia have a smooth transition coming into a foreign country for the first time. In the pre-orientation they include simple Korean language lessons, basic info on how the transport system work in Korea, a seminar with current and past EPIK teachers who've applied through Korvia etc. **To work for Korvia:** BA/BS+, clean criminal record, be from US, Canada, UK, Ireland, Australia, New Zealand, or South Africa.

To apply: <https://www.korvia.com/korvia-application-agreement-page/>

Government-Run Programs

English teachers are hired twice a year to teach in public schools through the EPIK ([English Program in Korea](#)), GEPIK ([Gyeonggi English Program in Korea](#)), and SMOE ([Seoul Metropolitan Office of Education](#)). Jobs through these programs are competitive, have a long application process, and need to be applied for as soon as the application opens up for the next start date. Teaching positions with these programs typically begin in February or March and again in August or September with the application opening up approximately 4 – 6 months before the start dates.

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in South Korea.

Additional Resources for Your Job Search

E-Books – [Teaching English in South Korea](#): A fantastic little guidebook if interested in teaching and living in South Korea. Includes information on jobs, visa, experiences, and more!

Expat Websites – A great way to find out what's going on in South Korea and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Groove** - <http://groovekorea.com/> - Groove is the largest lifestyle magazine for expats in Korea.
- **ATEK** - <http://atek.or.kr/> - Association of English Teachers in Korea offers support and resources to English teachers in Korea, both new and experienced.
- **The Korea Guide** - <http://www.thekoreaguide.com/> - Expat guide to all things Korea, including job postings.
- **Allo' Expat** - http://www.alloexpat.com/south_korea_expats_forum/
- **InterNations** - <http://www.internations.org/south-korea-expats>

Country Specific Websites

- **KoreaBridge** - <http://koreabridge.net/> - A community portal with Korea-related content. There is also a section with job ads which can be a particularly good resource for teachers already in Korea looking for a different contract for their second year. *Please note that ITA has not vetted these postings.*
- **HiKorea** - <http://www.hikorea.go.kr/pt/index.html> - A Korean government website with loads of useful information for visiting foreigners.
- **CNN** - <http://www.cnn.com/seoul/life/50-reasons-why-seoul-worlds-greatest-city-534720> - Article: 50 reasons why Seoul is the World's Greatest City
- **Reliable Teacher** - <http://hagwon.reliableteacher.com/> - Private language school reviews and ratings posted by other teachers.

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

"Lots of social activities are available on meetup.com and Facebook. I'm a very active member of Seoul Hiking Group and go places almost every weekend with them, on my own, or with friends. I'm also in a woman's boxing club. We do a lot of social activities that are alternatives to the bar scene. I've met my most genuine friends from these two groups. You can also join swimming or yoga, etc., but they will be in Korea."
ITA Alum Christie H. ITA Online August 2011

Job Boards

For a list of more ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Contract Expectations

This [Contract Expectations document](#) covers the basics of English teaching contracts for private language schools (hagwons) in South Korea. Make sure to take a look at what a standard contract should include and what to expect as an employee. Remember to always speak to another teacher at the school before accepting a contract.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Many work contracts will have a clause mentioning that it is not legal to privately tutor students in South Korea while under your contract. However, many English teachers will still tutor students to earn extra money. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in South Korea

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for South Korea, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/south-korea.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Banking

Opening a bank account in South Korea is fairly straightforward and your school should help you with the process. Within the first week of arriving in South Korea you will complete your health check. Once you receive your results (usually by the next day) you will then go to the Immigration Office to apply for your alien resident card. Receiving your alien resident card can take up to one month. Once you receive your alien resident card you will then be able to open a bank account.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in South Korea - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to South Korea with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to South Korea - <http://www.petrelocation.com/resources/international-regulations/south-korea>.

Taiwan

Country Overview

The Taiwanese typically refer to themselves as the people of the sweet potato, as the small Island 110 miles off the coast of China resembles this orange starch. And while the island is very close to China to the west and Japan to the east it maintains a distinct culture marked by its advanced technology, classical music and traditional Confucian values.

Taiwan, also known as the Republic of China, is located directly on the Tropic of Cancer and thus experiences tropical weather throughout most of the year. The island is bordered by stunning mountains in the east, perfect for hiking, and flat plains to the west of the country. Taiwan is also home to various hot springs as well as the famous National Palace Museum that houses the largest collection of Chinese cultural objects. Taiwan has recently become very westernized, yet the most widely used language in Taiwan is Mandarin. Baseball is very popular in Taiwan, as the country's national sport, and each year the Taiwanese look forward to celebrating the colorful and exciting Chinese lantern and Dragon Boat Festivals.



Before you travel to Taiwan

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The demand for English teachers in Taiwan is steady. It is most common to find a job in advance of actually being in the country, but at the same time, English teachers can find a job if they are already living in Taiwan. One of the benefits of working in Taiwan is that there is the opportunity to teach children or adults. The majority of jobs for English teachers can be found at private language schools (*buxibans*) and often times in public schools and universities. Job opportunities are more abundant in larger cities, but for those who want to live a more rural life, finding a job outside of a major city can still be achieved.

Jobs in Taiwan can be found year round, except around Chinese New Year when the entire country is celebrating! Typical contracts will be for at least 12 months.

Housing and airfare are usually not provided by the employer, but English teachers will earn enough money to cover their own housing and airfare costs with money to spare and save at the end of each month. The day-to-day schedule of an English teacher in Taiwan will vary depending on the type of school and the needs of the school. In private language schools, English teachers will work around their students' work or school schedule. This means that you can teach classes in the mornings, afternoons, and/or evenings and sometimes on Saturdays. An English teachers' schedule at public schools or universities will vary from school to school, but are comparable to school and teaching schedules as those in the United States or other countries.



Teaching in Taiwan at a Glance

The following chart highlights the main requirements for English teachers in Taiwan, the best way to get a job in Taiwan, and what a typical job is like for English teachers in Taiwan.

Degree	An Associates or Bachelor's degree is required.
Contract Length	Typical contract length is 12 months.
Peak Hiring Months	After Lunar (Chinese) New Year and July-August
Low Hiring Months	Lunar (Chinese) New Year
Interview Procedure	In advance of being in Taiwan or face to face in Taiwan
Visa Info	Work Visa – Either in advance or converted from tourist visa in Taiwan.
Typical Students	Children or adults/business professionals
Average Monthly Cost of Living	\$500- \$1,500 USD per month
Average Monthly Salary	\$1,000 - \$2,000 USD
Estimated Start-Up Costs	\$1,500 - \$2,500 USD
Housing	Self-pay; not typically provided by employer.
Airfare	Self-pay; not typically provided by employer.

Obtaining a Visa for Taiwan

Teachers who plan to work in Taiwan will either enter Taiwan as a tourist on what is called a Landing Visa and have their visa converted to a work visa after arrival, or they will have a work visa processed before going to Taiwan. If a teacher flies to Taiwan on a Landing Visa, the school will then assist the teacher in obtaining a work visa as well as an ARC (Alien Resident

Card.) Some schools, more often public schools, will assist their teachers in obtaining the proper work visa before they enter Taiwan.

Additional types of visas:

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Taiwan at a recognized language school, university, etc. may be eligible to legally work in Taiwan while studying. Typically, a student visa must be processed before departing for Taiwan. Contact a Taiwanese Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Taiwanese Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Taiwan

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- Original Associate's Degree OR Bachelor's Degree
- Immunization Records
 - Teachers will need to undergo a health check after arrival in Taiwan and may need proof of MMR, tetanus, and hepatitis shots.
 - More information can be found [here](#) on what items are required for the Health Certificate for Foreign Teachers in Taiwan.
- **As of 2017, an FBI background check/national background check is required:**
 - **Criminal Record Check (CRC)** – The Taiwanese Ministry of Education requires this document in order for you to obtain an ARC permit, CRCs can also be referred to as a federal background check, identity history check, police check, police certificate, and others.

To obtain a criminal record check please visit the appropriate website:

- **Australian Citizens (Police Check or Police Certificate):** <http://www.afp.gov.au/>
- **British Citizens:** Contact the designated police headquarters in your area or the Data Protection Office to obtain a **Subject Access Report** or a **Basic Discloser**.
- **Canadian Citizens:** <http://www.rcmp-grc.gc.ca/index.htm>
- **Irish Citizens (Police Check):** <http://www.garda.ie/>
- **New Zealand Citizens (Police Clearance Report):** <http://www.justice.govt.nz/>
- **South African Citizens (Police Clearance Certificate):** <http://www.dfa.gov.za/consular/policeclear.htm>
- **United States Citizens (Identity History Summary Check):** <https://www.fbi.gov/services/cjis/identity-history-summary-checks>
 - US Citizens - FBI Checks can take up to two weeks to obtain when ordered through the FBI website, and you can order an electronic copy to print yourself. OR you can use an approved channeler which can also get it to you in up to two weeks for a higher price.
 - **Complete List of Channelers:** <https://www.fbi.gov/services/cjis/compact-council/list-of-approved-channelers>

- The record check should be less than 6 months old
 - The results should be sent directly to you
 - When you apply for your IHSC and receive your results back, the background check **should include a seal and a signature on it**. The CJIS Division will authenticate all U.S. Department of Justice Order 556-73 fingerprint search results by placing the FBI seal and the signature of a division official on the results at the time of submission. Note: The FBI seal is no longer a raised seal.
- *Already living abroad? Check out [Getting Fingerprints Abroad for an FBI Background Check](#) for more information.*

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Resume and Cover Letter

Taiwanese Embassies

For more information on Taiwan and applying for a visa to Taiwan visit the Taiwan Embassy's website.

- **Taipei Economic and Cultural Representative Office in the U.S.** - <http://www.taiwanembassy.org/US/mp.asp?mp=12>
- **Taiwanese Embassies Worldwide** - <http://embassy.goabroad.com/embassies-of/taiwan>

Steps on Finding a Job in Taiwan

Read International TEFL Academy's guide [How to Find a Job in Taiwan](#) for more information and the steps one should take to gain employment in Taiwan.

ITA's Premier and Associated Schools in Taiwan

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- **Gloria English School** - Gloria English School is one of the largest and most reputable English schools in Taiwan. Based in Taoyuan City, right by Taipei, they are looking for teachers for 18 different branches offering classes from preschool to 12th grade. Positions are available year round. To work with Gloria English School, you must be eligible for an Arc Permit in Taiwan and meet the following criteria: BA degree holder OR Associate's degree holder, native English speaker, clean criminal record and health checks.

To apply: Fill out an [application through ITA](#).

- **HESS Education** – If you have dreamed of working in Taiwan (or South Korea, China and Singapore!) with a large support group of other English teachers and work with kids, then HESS is for you. They have schools all over Taiwan to choose from – from the hustle and bustle of Taipei or the rural towns of PingDong area.

Requirements to teach for HESS are AA or higher, native English speaker, TEFL certificate, criminal record check with no violent crimes or crimes against children.

To apply: Submit your [application](#) via their website and **mark referrer as International TEFL Academy**.

- **Oakary** – Oakary is a recruiter based in the US, recruiting or schools in Taiwan as well as China and online. If you are looking to work at language schools or elementary schools in Taiwan, apply to Oakary! To work with Oakary, you must be eligible for an ARC Permit in Taiwan and meet the following criteria: BA or AA degree, native English speaker, clean criminal record and health check.

To apply: Fill out an [application through Oakary](#). You must include the referral code: intTEFLacademy and the referral email studentaffairs@internationalteflacademy.com

- **Teaching Nomad** – Located in the USA, Teaching Nomad recruits for different schools in cities all over Taiwan! To work with Teaching Nomad, you must have a BA, clean criminal record check, TEFL certificate, native English speaker and be at least 21 years of age – 55 years of age. Teaching Nomad also recruits for many other countries in Asia and the Middle East so this is a good option if you would like to see different options!
 - **To Apply:**
 - **Fill out and Submit the following [application](#).**

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. The following list of recruiters is International TEFL Academy's preferred list of recruiters for Taiwan. There are many more recruiters that can assist English teachers in finding a job in Taiwan.

If you are interested in learning more about what it's like to work with a recruiter, check out our [Working with a Recruiter](#) document that covers why you should work with a recruiter, the process, and more!

- **Reach to Teach Recruiting** - <http://www.reachtoteachrecruiting.com/>.
- **Footprints Recruiting** - <http://www.footprintsrecruiting.com/teaching-jobs/teaching-jobs-in-asia/teaching-jobs-in-taiwan>.
- **TeachAway Recruiting** - <http://www.teachaway.com/teach-english-taiwan/>
- **ESL Dewey** - <http://www.esldewey.com.tw/>
- **Teachers for Asia** – Places English teachers in positions throughout Asia - <http://www.teachersforasia.com/>.

Government-Run Programs

Currently, International TEFL Academy is unaware of any government-run programs throughout Taiwan.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Taiwan School Finder](#)

E-Books – [Teaching English in Taiwan](#): A fantastic little guidebook if interested in teaching and living in Taiwan. Includes information on jobs, visa, experiences, and more!

Expat Websites – A great way to find out what's going on in Taiwan and to network with other expats is by checking out different ex-pat websites. A few are highlighted below.

- **Allo Expat** - http://www.alloexpat.com/taiwan_expat_forum/

- **Forumosa** - <http://www.forumosa.com/taiwan/>
- **InterNations** - <http://www.internations.org/taiwan-expats>

Country-Specific Websites –

- **Tealit** – Loads of info about teaching English in Taiwan - <http://www.tealit.com/>
- **Eng Taiwan** – A traveler’s guide to Taiwan - <http://eng.taiwan.net.tw/>
- **Taiwan Ho!** – A site full of forums, articles and more - <http://taiwanho.com/>
- **Tai Wanted** – A site to find what you’re looking for in Taiwan - <http://taiwanted.com/>
- **English in Taiwan** – Classifieds, events, and more in Taiwan - <http://www.englishintaiwan.com/>
- **Lonely Planet** – Travel resources for Taiwan - <http://www.lonelyplanet.com/taiwan>
- **Facebook** – An expat Facebook group for Taiwan - <https://www.facebook.com/groups/2247471589/>

Country-Specific Job Boards -

- **Ajarn Recruit** - <http://ajarnrecruit.com/>
- **Tealit** - <http://www.tealit.com/index.php>
- **English in Taiwan** - <http://www.englishintaiwan.com/classifieds/79-employment/teaching%20jobs%20in%20taiwan.html#.UTpSVhxFTFY>
- **Learn 4 Good** - <http://www.learn4good.com/jobs/language/english/list/country/taiwan/>
- **Teacher Gig** - <http://www.teachergig.com/jobs/taiwan>
- **Teach Taiwan** - <http://www.teachtaiwan.com.tw/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of more ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.

- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Taiwan

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Taiwan, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/taiwan.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Banking

To open a bank account in Taiwan you are required to show your passport and ARC (work permit.) Most language schools will assist their teachers in opening up a bank account. Some international banks in Taiwan include Citibank and HSBC.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Taiwan - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Taiwan with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Taiwan - <http://www.pettravel.com/immigration/taiwan.cfm>.

Thailand

Country Overview

Thailand, a country characterized by its people's generosity, hospitality and down to earth attitude, is at the heart of Southeast Asia with over 75 provinces and a lively, modern capital city in Bangkok. Yet, this isn't all Thailand is known for, it is also host to the most popular getaway resorts in all of Asia, namely on the Gulf of Thailand and on the Andaman sea both of which boast beautiful white sand and clear water. Thailand's climate can be described as tropical and humid, but also features colder weather near the mountains in the Thai highlands.

This rich center of Southeast Asia was formerly known as The Kingdom of Siam, but later the name was changed to Thailand which in Thai means independent and refers to the fact that it is the only country in Southeast Asia to never have been colonized. This independent attitude however, is not reflected in Thailand's colorful culture that pulls from the neighboring countries of China, Asia, and Cambodia. This diverse culture is also reflected in Thai cuisine that focuses on merging sweet, salty, bitter, sour and spicy flavors into each of its dishes. Another aspect of Thai cuisine is rice, which they happen to have plenty of as they are the world's number one exporter of rice.



Before you travel to Thailand

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The demand for native English speakers to teach English continues to grow in Thailand. Most jobs in Thailand will be found in public or private formal schools teaching to children or young adults. Typically you will follow normal school hours and days in these public and formal schools. In larger cities such as Bangkok, it is possible to teach in private language institutes/schools teaching to children, young adults or adults/business professionals, and there are some also available in smaller Thai towns around the country. As a private language school English teacher, teachers will typically work around their students school and/or work schedule. This means that English teachers may have morning, afternoon, and evening classes rather than being at school during a typical day such as from 8am – 4pm. English teachers in Thailand also find that they sometimes need to work for at least 2 different private language schools in order to work full time, which is around 25 – 30 hours per week.

Finding a job in Thailand typically requires that the English teacher is already in Thailand and finds his/her job by visiting schools in person. However, it is possible to secure jobs in advance with some job boards and recruiters. Private language school jobs in Thailand can be found year-round and a typical contract will be between 6 and 12 months, whereas public and formal schools typically hire in February-April to begin a contract in May and a secondary hiring season of August-September to begin in November.

"I make about 1200 dollars a month and am able to save at least half of it every month, unless I go on a big trip, then I save a little less. I am working at a government high school teaching students between the ages of 15 – 17. I had three weeks off in October and got paid for the vacation. We also have a lot of days off throughout the school year—lots of long weekends that I get paid for!"

**TEFL Alum Sarah B.
ITA Online November 2011**

Teaching in Thailand at a Glance

The following chart highlights the main requirements for English teachers in Thailand, the best way to get a job in Thailand, and what a typical job is like for English teachers in Thailand.

Degree Requirements	A 4-year degree is required
Contract Length	Typical contract will be from 5 to 12 months
Peak Hiring Months	Peak hiring: February-April ¹ Secondary peak: August-October ¹ All Year Round ²
Low Hiring Months	Major holidays
Interview Procedure	Face to face in Thailand. Some jobs can be found in advance.
Visa Info	Tourist Visa – Convert to Work Visa in Thailand (see visa section below for more details and other options)
Typical Students	Children or adults/business professionals
Average Monthly Cost of Living	\$500 - \$800 USD per month
Average Monthly Salary	\$950 - \$1,500 USD per month
Estimated Start-Up Costs	\$1,000 - \$1,500 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

¹ refers to public and private formal schools

² refers to private language institutes

Obtaining a Visa for Thailand

The following are the most common types of visas that can be obtained for Thailand. What type of visa one gets will depend on his or her nationality and whether or not h/she has a job in advance of going to Thailand. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Since most jobs in Thailand will be found by visiting schools in person, English teachers will fly to Thailand on a tourist visa and once he or she has a job, the school will assist the English teacher in obtaining a work visa. Tourist visas can last between 30 and 90 days and can be applied for through a Thai Embassy or Consulate located in your home state or country. **Please note that a visa becomes effective from the date of issuance. Do not apply for the visa too early. If you apply too early the visa may expire before your trip and you will have to re-apply. The fee is not refundable.*

Non-Immigrant B Visa – This type of visa is a pre-requisite to obtaining a work permit in Thailand. The non-immigrant B visa allows you to stay in Thailand legally for up to one year, but you need to report to immigration every 90 days. You cannot apply for a non-immigrant B visa if you do not already have a job. In order to apply for this type of visa you will need to show proof (letter from your school, contract, etc.) that you are employed in Thailand. Your school will assist you in how to obtain this visa. You cannot convert a tourist visa into a non-immigrant B visa, instead you will have to leave Thailand and reenter to get the visa validated.

Work Visa/Permit – A work permit allows English teachers to legally work in Thailand. Once an English teacher has a job in Thailand and has obtained a non-immigrant B visa with the help of the employer, h/she can then apply for a work permit.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Thailand at a recognized language school, university, etc. may be eligible to legally work in Thailand while studying. Typically, a student visa must be processed before departing for Thailand. Contact a Thai Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Thai Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Thailand

Below is a list of common documents that should be brought with you to Thailand.

- **Valid Passport** – Your passport typically needs to be valid for at least 6 months beyond your intended plan of stay.
- **International Resume and Cover Letter**
- **Criminal Record Check (CRC)** – The Thai Ministry of Education requires this document in order for you to obtain a work permit, but it has been known that they don't actually always ask for it. If you do not have enough time to wait for your CRC to be returned to you (it can take up to 4 months for some countries) you can still get hired and start to work in Thailand, but it may delay your work visa. CRCs can also be referred to as a federal background check, police check, police certificate, and others.
 - A 100% clean background check is generally required, however, it is at the teacher's own risk if they try to find employment in Thailand with the knowledge of not having a clean background.



ITA Alumni Sarah B. and Stephen S. travelling in Thailand.

To obtain a criminal record check please visit the appropriate website:

- **Australian Citizens (Police Check or Police Certificate):** <http://www.afp.gov.au/>
- **British Citizens:** Contact the designated police headquarters in your area or the Data Protection Office to obtain a **Subject Access Report** or a **Basic Discloser**.
- **Canadian Citizens:** <http://www.rcmp-grc.gc.ca/index.htm>
- **Irish Citizens (Police Check):** <http://www.garda.ie/>
- **New Zealand Citizens (Police Clearance Report):** <http://www.justice.govt.nz/>
- **South African Citizens (Police Clearance Certificate):** <http://www.dfa.gov.za/consular/policeclear.htm>
- **United States Citizens:**
 - **1. (Identity History Summary Check):** <https://www.fbi.gov/services/cjis/identity-history-summary-checks> -
 - **2. State Background Check:** <https://travel.state.gov/content/passports/en/abroad/legal-matters/criminal-record-check.html> - visit a police station where you reside/last resided in the US and request a state background check
 - **3. Some teachers** have successfully received a criminal record check in a police station in Thailand, however International TEFL Academy does not recommend this option, as it can be confusing and complicated as a foreigner in a Thai police station with little to no English being spoken. We highly recommend getting an FBI background check, as some schools may request it.
 - *Already living abroad? Check out [Getting Fingerprints Abroad for an FBI Background Check](#) for more information.*
- **University or College Diploma** – Original document is required.
 - Most nationalities can have their degree or diploma legalized at their country's embassy in Bangkok. However, **US and UK citizens must have their degree legalized in advance from their home country**
 - The US Embassy in Bangkok is no longer offering the affidavit process for educational documents for US citizens. They will no longer process an affidavit for US documents that can then be used for the work permit in Thailand. All US citizens must complete the normal legalization process in the United States for their bachelor's degree. No changes have been made to the legalization process in the United States at this time, so the [process to legalize documents in the United States](#) can take anywhere from eight to ten weeks.
 - UK citizens:
 - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/714089/Legalisation_info_June_2018.pdf
 - 1. The document must be certified by the legalization office of the FCO, Milton Keynes.
 - 2. The document must then be presented to the Thai Embassy, London for legalization. (link: <https://regentvisas.com/page/legalisations>)
 - 3. In Thailand, the new legalized document must be translated into Thai and submitted to the MFA legalization office (there is an MFA in Chiang Mai and Bangkok).
- **TEFL Certificate** – Original document is preferred.
- **Official/Sealed Transcripts from University** – 2 – 3 copies are recommended.
- **Proof of Degree Letter:** Some provinces may request a letter from your university stating that you were a student and received your degree along with your diploma.
- **Medical Check** – **Once in Thailand**, you will have to visit a Thai hospital for a physical check and syphilis check. It is cheap and conducted once you have found a position and are applying for a work permit.

Thai Embassies and Consulates

For more information on Thailand and applying for a visa to Thailand visit the following websites.

- **Thai Embassy** – United States - <http://www.thaiembdc.org/index-2.html>
- **Thai Consulate** – United States - <http://www.thaiconsulatela.org/index.aspx#>
- **Thai Embassies and Consulate** – Worldwide - <http://embassy.goabroad.com/embassies-of/thailand#>

Steps on Finding a Job in Thailand

Finding a job in Thailand typically requires that the English teacher is already in Thailand and finds a job by visiting language schools in person. Read International TEFL Academy's guide [How to Find a Job in Thailand](#) for more information.

ITA's Premier and Associated Schools in Thailand

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- [Speak EZ Language School](#)— Speak EZ has two locations, one in Bangkok and one in Sam Phran (only 40 minutes from Bangkok). The students in both locations are aged between 3 and 18 years old. Teachers can apply to work for Speak EZ in advance, are provided with visa assistance, receive a salary of 32-35k baht and work approximately 25 hours per week. Speak EZ hires in May and October primarily.

Requirements: BA, TEFL certification, native English speaker, clean criminal record check.

To apply: Submit your application by emailing Speak EZ: job@speakeazy.in.th

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

There are few recruiters that recruit for schools in Thailand. Below are a few recruiting companies that have minimal opportunities available.

If you are interested in learning more about what it's like to work with a recruiter, check out our [Working with a Recruiter](#) document that covers why you should work with a recruiter, the process, and more!



ITA's Premier Recruiters

- **ETC Educations** -- Operating since 2010, ETC Educations is a teaching placement agency and visa agency service to local school in specialize area as Chonburi, Ratchaburi, Samutsongkram, Nakornsrihammarat, Suratthani, Trang, Satun, Songkhla province. Their mission is to provide meaningful work and travel opportunities, experience a new culture, meet new people and discover the beautiful landscape of Thailand while making a significant impact on the lives of Thai students and local community by teaching.
To work for ETC: must have a BA/BS, be a native English speaker from US, UK, Canada, Ireland, New Zealand, Australia, or South Africa, have a clean background check.
[Complete this application](#) to apply to ETC Educations
- **Teachers for Thailand** – Created by a wife and husband duo, Teachers for Thailand has been placing ITA teachers in Thailand since 2016 with 5-month and 12-month teaching opportunities. They now have expanded from the north all the way down to the south of Thailand with options for everyone! Your next adventure awaits with TFT.
Requirements: Bachelor's degree, TEFL certificate, criminal record check
To apply: Complete this [application](#)

Additional Recruiters

- **Greenheart Travel** – Offers guaranteed, paid teaching positions throughout Thailand for a program fee - <https://greenhearttravel.org/program/adult/work/teach-in-thailand>
- **Reach to Teach** - <http://www.reachtoteachrecruiting.com/teach-english-in-thailand/>
- **Teach Away** - <http://www.teachaway.com/teach-thailand/>

- **Teach English ESL** - <http://teachenglishesl.com/teach-in-thailand/>
- **Teachers for Asia** – Places English teachers in positions throughout Asia - <http://www.teachersforasia.com/>

Government-Run Programs

Currently, International TEFL Academy is unaware of any government-run programs throughout Thailand.

Additional Resources for Your Job Search

Language Schools – As previously mentioned, the most common place to work in Thailand is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Thailand.

- [International TEFL Academy's Thailand School Finder](#)
- **Thailand Yellow Pages** - <http://search.yellowpages.co.th/en/search.jsp?txtWhat=language+schools&txtWhere=>

E-Books – [Teaching English in Thailand](#): A fantastic little guidebook if interested in teaching and living in Thailand. Includes information on jobs, visa, experiences, and more!

Expat Websites – A great way to find out what's going on in Thailand and to network with other expats is by checking out different ex-pat websites. A few are highlighted below.

- **Allo' Expat** - http://www.alloexpat.com/thailand_expat_forum/
- **Internations** - <http://www.internations.org/thailand-expats>

Country-Specific Job Boards –

- **AJarn** – http://www.ajarn.com/recruitment/browse_jobs/index.html
- **Recruit.net** - <http://thailand.recruit.net/search.html?query=english+teacher>
- **Teacher Gig** - <http://www.teachergig.com/jobs/thailand>

Country-Specific Websites –

- **A list of Thai Newspapers** - <http://www.world-newspapers.com/thailand.html>
- **Ajarn** - <http://www.ajarn.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
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- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Thailand

For possible volunteer, internship or summer camp opportunities, please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Job Boards

Since English teaching jobs in Thailand are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a comprehensive list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Vaccinations

For a list of any vaccinations you may need for Thailand, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/thailand.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Thailand - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Thailand with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Thailand - <https://www.pettravel.com/immigration/thailand.cfm>



Student Affairs Advisors Leah K. and Erika G.
enjoying the beaches of Thailand

Vietnam

Country Overview

Bordered by Cambodia, Laos, and China in Southeast Asia's easternmost region lies The Socialist Republic of Vietnam, a country rich in its history and geography. Vietnam's landscape is extremely diverse, with 42% of the land engrossed in tropical forests and another 40% of the land dominated by mountainous terrain. Because of this, Vietnam's climate fluctuates a great deal throughout the different provinces. The country is also famous for its six biosphere reserves.

Besides the rich landscape of Vietnam, the country is home to two World Heritage sites and is the largest producer of cashews and black pepper in the world. Vietnamese is the official language spoken throughout the nation, with older generations speaking French as well and younger generations speaking English. The three main religions of the country are Buddhism, Taoism, and Confucianism respectively, and while religion is not a huge part of modern Vietnamese life, the three religions have significantly influenced Vietnamese culture. The culture of the Vietnamese is largely centered on the veneration of ancestors and features many different festivals that are celebrated around the lunar calendar, most notably the Vietnamese New Year, *Tet*. Vietnam has a rich literary tradition and an even richer cuisine with the most famous dish being a soup with chicken or other meat broth and noodles called *pho*. With Vietnam's culture and cuisine it's no wonder that Vietnam's markets and street food are so popular among natives and tourists alike in Vietnam who find Vietnam's self-proclaimed harmonious lifestyle comforting and exciting.



Before you travel to Vietnam

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)



If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

The demand for native English speakers to teach English is extremely high in Vietnam. Most jobs in Vietnam will be found in private language schools teaching to either children, young adults or adults/business professionals in larger cities such as Ho Chi Minh City. As a private language school English teacher, teachers will typically work around their students' school and/or work schedule. This means that English teachers may have morning, afternoon, and evening classes rather than being at school during a typical day such as from 8am – 4pm. English teachers in Vietnam also find that they need to work for at least 2 different private language schools in order to work full time, which is around 25 – 30 hours.

Finding a job in Vietnam typically requires that the English teacher is already in Vietnam and finds his/her job by visiting schools in person. See the section below titled Steps on Finding a Job in Vietnam for a guide on how to find a job in Vietnam. Jobs in Vietnam can be found year-round, except during the Tet holiday which falls in either late January or early February. A typical contract will be between 6 and 12 months, however, schools prefer to hire teachers that plan to stay on and teach longer term.

Teaching in Vietnam at a Glance

The following chart highlights the main requirements for English teachers in Vietnam, the best way to get a job in Vietnam, and what a typical job is like for English teachers in Vietnam.

Degree Requirements	A 4-year degree is required.
Contract Length	Typical contract will be from 6 to 12 months
Peak Hiring Months	All year round
Low Hiring Months	Tet holiday (late January or early February)
Interview Procedure	Face to face in Vietnam
Visa Info	Tourist Visa – Convert to Work Visa (see visa section below for more details and other options)
Typical Students	Children or adults/business professionals
Average Monthly Cost of Living	\$500 - \$900 USD per month
Average Monthly Salary	\$1,100 - \$1,500 USD per month
Estimated Start-Up Costs	\$1,000 - \$2,000 USD
Housing	Self-pay – Not provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Vietnam

The following are the most common types of visas that can be obtained for Vietnam. What type of visa one gets will depend on his or her nationality. Research is extremely important when deciding on which type of visa one will get.

Tourist Visa – Since most jobs in Vietnam will be found by visiting school in person, English teachers will fly to Vietnam on a tourist visa and once he or she has a job, the school will assist the English teacher in obtaining a work visa. Tourist visas can last between 30 and 90 days and can be applied for through a Vietnamese Embassy or Consulate.

Please Note: As of September 2016, the tourist visa can cost up to \$220.00USD for American citizens.

Work Visa/Permit – A work permit allows English teachers to legally work in Vietnam. Once an English teacher has a job in Vietnam and has signed a contract with a school in Vietnam, the employer will help the teacher obtain a work permit. As of January 1, 2015, teachers will need to leave Vietnam to pick up their visa in a neighboring country such as Cambodia. If a teacher is able to secure a job in advance of being in Vietnam, teachers can also process their visa in their home country. Typical documents needed for a work permit are – contract from school, letter from school, **criminal record check from your home country**, TEFL certificate and your original university/college degree.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Vietnam at a recognized language school, university, etc. may be eligible to legally work in Vietnam while studying. Typically, a student visa must be processed before departing for Vietnam. Contact a Vietnamese Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Vietnamese Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Vietnam

Below is a list of documents that should be brought with you to Vietnam.

- **Valid Passport** – Your passport typically needs to be valid for at least 6 months beyond your intended plan of stay.
- **International Resume and Cover Letter**
- **TEFL Certificate (authenticated)**
 - Original document preferred
- **University Diploma (authenticated)**
 - Obtain an original copy of your college or university diploma that includes the official raised seal. If you are uncomfortable having your original diploma authenticated, contact your registrar's office to order another diploma.
- **Background Check (authenticated)**
 - *Already living abroad? Check out [Getting Fingerprints Abroad for an FBI Background Check](#) for more information.*

Please read [Documents for Vietnam](#) for more in depth information on authenticating documents based on your citizenship.

- **Notary**– The purpose of having your documents notarized is to ensure their authenticity. You can obtain a notary from post offices, banks, insurance offices, law firms, etc.
- **Apostille** – Once your documents are notarized you then need to get them apostilled. An apostille is like a notary, but it is used mainly for documents that are to be used for international purposes. An apostille can be obtained at the Secretary of State office in your home state or where you graduated from college or university.



You should always check the [Vietnamese Embassy](#) website for additional documents that need to be sent in with your application or if you need further information.

Vietnamese Embassy

For more information on Vietnam and applying for a visa to Vietnam visit the following websites.

- **Vietnamese Embassy** – United States - <http://vietnamembassy-usa.org/>
- **Vietnamese Embassies** – Worldwide - <http://embassy.goabroad.com/embassies-of/vietnam#>

Steps on Finding a Job in Vietnam

Finding a job in Vietnam typically requires that the English teacher is already in Vietnam and finds a job by visiting language schools in person. Read International TEFL Academy’s guide [How to Find a Job in Vietnam](#) for more information.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don’t ultimately hire the English teacher.

There are few recruiters that recruiter for schools in Vietnam. Below are a few recruiting companies that have minimal opportunities available.

- **Adventure Teaching** - <https://www.adventureteaching.com/>
- **Teach Away** - <http://www.teachaway.com/teach-english-vietnam/>
- **Footprints** - <http://www.footprintsrecruiting.com/teaching-jobs/teaching-jobs-in-asia/teaching-jobs-in-vietnam>
- **Teach in Vietnam** - <http://teachinvietnam.org/>
- **Teachers for Asia** – Places English teachers in positions throughout Asia - <http://www.teachersforasia.com/>.



Government-Run Programs

Currently, International TEFL Academy is unaware of any government-run programs throughout Vietnam.

Additional Resources for Your Job Search

Language Schools – As previously mentioned, the most common place to work in Vietnam is at private language schools. Use the resources below as a way to search language schools that you can apply to work for by directly contacting the school once in Vietnam.

- [International TEFL Academy’s Vietnam School Finder](#)

E-Books – [Teaching English in Vietnam](#): A fantastic little guidebook if interested in teaching and living in Vietnam. Includes information on jobs, visa, experiences, and more!

Expatriate Websites – A great way to find out what’s going on in Vietnam and to network with other expats is by checking out different ex-pat websites. A few are highlighted below.

- **Allo’ Expatriate** - http://www.alloexpat.com/vietnam_expatriate_forum/
- **Internations** - <http://www.internations.org/vietnam-expats>
- **Female Expats and Locals in Ho Chi Minh City** - <https://www.facebook.com/groups/261556980713874/>
- **Expats and Locals in Ho Chi Minh City** - <https://www.facebook.com/groups/1495366197398165/>

Country-Specific Websites –

- **New Hanonian** - A community website with information about jobs, accommodations, travel in Vietnam, and more - www.newhanonian.xemzi.com
- **Viet Nam News** – An English language newspaper in Vietnam - <http://vietnamnews.vn/>
- **Additional Newspapers** – A site that lists English language newspapers - <http://www.world-newspapers.com/vietnam.html>
- **Living in Ho Chi Minh City** - <https://www.facebook.com/groups/livinginHCM/about/>
- **Saigon Apartments** - <https://www.facebook.com/groups/saigonapartments/>
- **Houseshare/Flatshare/Room For Rent in Saigon** - <https://www.facebook.com/groups/669281389864931/about/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Vietnam

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the Summer Camp Opportunities section.

Job Boards

Since English teaching jobs in Vietnam are typically found “on the ground” it is rare to find job postings on ESL Job Boards.

For a comprehensive list of ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Vietnam Teaching Jobs** - <http://vietnamteachingjobs.com/>
- **Recruit.net** - <http://vietnam.recruit.net/search.html?query=english+teacher>
- **Teacher Gig** - <http://www.teachergig.com/jobs/vietnam/?p=1>
- **Ho Chi Minh City ESL Teaching Jobs** - <https://www.facebook.com/groups/1521862661370506/>
- **English Teachers in Saigon** - https://www.facebook.com/groups/72354558776475/?ref=br_rs
- **Ajarn Recruit** - <http://ajarnrecruit.com/>
- **Vietnam Works** – A website with many different types of job opportunities listed - <http://www.vietnamworks.com/>

Vaccinations

For a list of any vaccinations you may need for Vietnam, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/vietnam.htm>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Vietnam - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Vietnam with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Vietnam - <http://www.pettravel.com/immigration/vietnam.cfm>.

South Asia: Bangladesh, Nepal, Pakistan and Sri Lanka

While the Indian Subcontinent is home to nearly one fifth of the world's population and some of its most dynamic up-and-coming economies, it does not offer nearly the number of opportunities (especially good paying ones) for English teachers that one finds in East Asia, or in Europe or South America. That said, given that India alone is home to more than a billion people and that it is rapidly becoming a major global economic player, from yuppies in Mumbai to call centers in Bangalore, English language instruction is in demand and there are jobs to be had. As always, it is recommended that you visit major ESL job boards and check out the resources listed below, but be mindful that most opportunities will be found local on the ground, in India, as well as in Pakistan, Bangladesh and Sri Lanka. While all of these countries are largely too poor to support a large base of good-paying opportunities, they all have substantial middle classes with a hunger for English language instruction and opportunities can be found for those who are dedicated, persistent and a bit lucky. Please note that Pakistan in particular has been subject to sectarian and political violence in recent years and in some instances, foreigners have been targeted, so be mindful, educate yourself of the current political situation, and check with the State Department or your country's foreign ministry on travel advisories.

For many, the best opportunities to teach and travel in the region will come in the form of volunteer opportunities. To learn more about such opportunities, check out the links below, but also visit the section of this manual titled "Volunteer Positions, Internships & Religious Oriented Teaching Opportunities".

Before you travel to South Asia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

India

<http://www.eslbase.com/schools/india> – Listings for about 5 dozen schools and language institutes in India.

<http://www.manjoorans.com/> - Schools hiring for English teaching jobs in Bangalore and Kerala

<http://eruditus.org> - Language school in India

<http://www.travellersworldwide.com/> - Volunteer and teaching positions in India and in 20 other countries around the globe.

<http://www.indiaedu.com/educational-jobs/> - Lists Education-related jobs in India, including some English-teaching jobs.

www.crossculturalsolutions.org – Offers a variety of volunteer opportunities in India.

www.rosekanda.org – Offers volunteer opportunities in the foothills of the Himalayas in India.

www.valuepointacademy.com – Language academy in Bangalore.

www.help-education.org – UK-based organizations places volunteers in several dozen towns in India and Nepal for postings of 2-6 months.

Nepal

www.keepnepal.org – Kathmandu Environmental Education Project – Volunteers teach English to Nepalis working in the travel industry and will often be placed in a homestay with a local Nepalese family.

www.insightnepal.org.np – Accepts 60 volunteers annually ranging in age from 18 – 65; placements range from 7 weeks to 3 months. Accommodations and meals are provided.

www.help-education.org – UK-based organizations places volunteers in several dozen towns in India and Nepal for postings of 2-6 months.

www.mondochallenge.co.uk - Mondo Challenge - Places volunteers in positions both in rural settings as well as Katmandu; though it is UK-based, it does place Americans and teachers of other nationalities.

Pakistan, Bangladesh & Sri Lanka

<http://www.eslbase.com/schools/pakistan> - Listings for several dozen language schools and institutes.

<http://www.eslbase.com/schools/bangladesh> - Modest listing of language schools in Bangladesh.

<http://www.eslbase.com/schools/sri-lanka> - Modest listing of language schools in Sri Lanka.

Middle East and North Africa

Regional Overview

Stretching from the western shores of North Africa across the Sahara to the Levant, the Arabian Peninsula and into the heart of Central Asia, the Middle East is a vast and diverse region not only from the standpoint of its cultures and geography, but in terms of the opportunities it offers certified English teachers as well.

In virtually every scenario, teachers in the Middle East must be prepared to adapt to life in a society governed by Islamic law and traditions, though restrictions on personal freedoms will vary from country to country and within each country. In more conservative countries like Saudi Arabia, alcohol and pork are banned, as are movie theaters. Many institutions of daily life, from education to shopping, are segregated by sex. It should also be noted that the job market is more favorable for men than for women, though specific opportunities for female teachers can be found in almost every country in the region. In most Gulf countries, foreigners often live in special enclaves or housing compounds (usually equipped with amenities like gyms and swimming pools). Meanwhile, in countries like Egypt, Morocco, Jordan, Bahrain and Lebanon, nightclubs, bars, and even casinos operate freely, but expatriates still must exhibit sensitivity towards local traditions and customs.

Many counties throughout the region experience political upheaval, and in some cases violence of varying degrees. Naturally, this affects English teaching jobs and local job markets. If you are interested in working in this region, we recommend staying abreast of current events and consulting the U.S. State Department at <http://www.travel.state.gov/content/travel/english.html> for up-to-date information on travel warnings and advisories and living conditions for Americans traveling and living in specific countries. If you are not a U.S. citizen, consult the foreign affairs ministry, or the appropriate governmental body in your country for information regarding work and travel in the region.

Job Overview

In the wealthy Arab nations of the Persian Gulf region, English teachers can command some of the highest salaries and finest benefit packages in the world and must compete in a competitive job market. Meanwhile, countries like Egypt and Morocco offer a good number of opportunities to first-time teachers as well as old hands, not to mention fantastic combinations of history, culture and natural wonders. Positions in the region vary widely in nature and are available in public schools, vocational schools, language institutes and private international schools.



Schools in Egypt, Jordan, United Arab Emirates, Kuwait, Saudi Arabia, and other Middle Eastern nations all seek certified English teachers. In many Arab nations, university classes are taught in English and the region's location at the crossroads of East and West has made cities like Dubai major hubs of commerce and leisure where English is the norm. In wealthy Gulf States in particular, most positions are offered to experienced teachers with bachelors' or masters' degrees in education, in addition to a TEFL / TESOL certification.

Those who qualify for such positions will enjoy some of the highest salaries in the field as pay can range from \$2,500 - \$6,000 a month, plus free housing and flights to and from the teacher's home country. Jobs are somewhat easier to come by for those with just a four-year degree (or even less) and a TEFL/TESOL Certification in Egypt, Morocco, Jordan, and Turkey, where the pay is considerably lower, but the cost of living is low and the opportunities for immersion in one the world's great regions for culture and history are innumerable.

Main Points about the Middle East

- The vast majority of positions in the Gulf Countries (Saudi Arabia, UAE, Kuwait, Qatar, Bahrain, and Oman) are obtained through interviews in advance.
- Teachers should expect to adhere to local cultural norms, which can vary dramatically from what you may be used to in the West. Within the region, restrictions on personal freedoms like style of dress and the right to consume alcohol can vary widely from country to country, or even from region to region within a particular country.
- The presence of large expatriate communities, where teachers can socialize with other westerners, makes the transition for newcomers to the region much easier.
- Many countries have high qualification standards for their teachers, including a Master's Degree in Teaching or a related field and/or having a state teaching certificate.
- Salaries in some Middle Eastern countries are of the highest in the field and can range from \$2,500 - \$6,000 a month, including benefits such as housing and round-trip airfare.

What to Find on the Following Pages

The following pages include all the resources one will need to find a teaching job in the Middle East and North Africa. These resources are divided by country and include, but aren't limited to:

- Country Specific Job Information
- Visa Information
- Required Documents
- Step by Step Instructions on How to Find a Job by Country
- Recruiting Companies (if applicable)
- Language Schools
- Job Boards
- Expat Websites

Index: Middle East Country Specific Information and Guidelines

- [The Persian Gulf Countries](#)
- [Bahrain](#)
- [Egypt](#)
- [Israel](#)
- [Jordan](#)
- [Kuwait](#)
- [Lebanon](#)
- [Morocco](#)
- [Oman](#)
- [Qatar](#)
- [Saudi Arabia](#)
- [Tunisia](#)
- [United Arab Emirates including Dubai and Abu Dhabi](#)

Bahrain

Country Overview

A small island located in the Persian Gulf, Bahrain is the center of a lot of financial life in the Arab world and is also one of the fastest growing economies there as well. Bahrain culture is a combination of modern Arab culture along with thousands of years of history, making it a popular tourist spot for people from other Arab countries as well as Westerners. Around 1.2 million people live in Bahrain and over half of the overall population is non-nationals, the largest population of which being South Asian.

Bahrain plays host to hundreds of different bird species, and the climate is primarily hot and dry due to a lot of the shallower seas surrounding the island.

Bahrain is very ethnically diverse, with over 8 different ethnic groups existing within Bahrain nationals. The official religion is Islam, but there are also other moderate-sized religious communities as well. Arabic is the official spoken language, but English is frequently used along with Farsi and Urdu. Bahrain literature and folk music are both very traditional and popular, and the country publishes more books yearly than any other Arab country. Football (soccer) is one of the most popular sports along with basketball and rugby.



Before you travel to Bahrain

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Qualified English teachers in Bahrain can realistically expect to make \$1,500 - \$3,000 tax-free a month with benefits, including airfare to and from the assignment, health insurance, and even furnished housing. Because Bahrain is a small island state and a coveted destination for foreign teachers offering lucrative contracts, the job market is extremely competitive. Beginning TEFL



Manama, Bahrain

teachers may find it difficult to be hired here, as most jobs will go to experienced native English speaking teachers with advanced credentials.

Most teachers are hired in advance from their own country and have their visa processed prior to their departure for their teaching destination. To receive their visa, teachers should expect to pass a physical and an HIV test, and in many cases, academic transcripts and a criminal background check may also be necessary. Expect the process of interviewing and procuring a visa processes to take at least 1-3 months.

Jobs for English teachers are highly concentrated in and around Bahrain's capital of Manama.

Teaching in Bahrain at a Glance

The following chart highlights the main requirements for English teachers in Bahrain, the best way to get a job in Bahrain, and what a typical job is like for English teachers in Bahrain.

Degree Requirements	BA/BS required, MA preferred
Contract Length	1 year renewable
Peak Hiring Months	All year round, May-August preferred
Low Hiring Months	Islamic Holidays
Interview Procedure	Phone, Skype in advance
Visa Info	Work visa in advance
Typical Students	Business Professionals, Children
Average Monthly Cost of Living	\$650 - \$1,050 USD
Average Monthly Salary	\$1,500 - \$3,000 USD
Estimated Start-Up Costs	\$1,100 - \$1,500 USD
Airfare	Yes – provided by school
Housing	Free housing or housing subsidy

Obtaining a Visa for Bahrain

Teachers who plan to work in Bahrain will typically find their job in advance of being in Bahrain. If you find a job in advance of being in Bahrain your **work visa** should be processed before moving to Bahrain with the help of your employer. In order to obtain a work visa you will need a letter from your employer, a current passport, health record/medical check, and other documents as outlined on [this](#) website. You should also consult with your school on any other documents or visa fees you may need.

Additional types of visas:

Tourist Visa – Very few, if any, teachers work long term on tourist visas in Bahrain because most schools will help sponsor a teacher to receive a work Visa. If a school will not help sponsor your work visa you should reconsider working for the school.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Bahrain at a recognized language school, university, etc. may be eligible to legally work in Bahrain while studying. Typically, a student visa must be processed before departing for Bahrain. Contact a Bahraini Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Bahraini Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

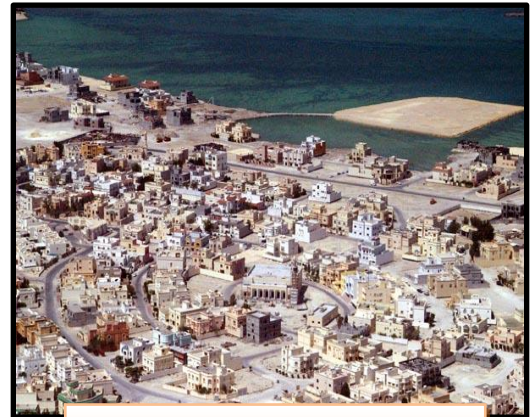
Documents Needed to Work in Bahrain

Required documents:

- Valid passport (recommend to have at least 18 months validity left before expiration)
- International Resume and Cover Letter
- TEFL Certificate
- Diploma and other recent degrees or diplomas
- Sponsorship Letter from School
- Work Contract
- [Medical Record/Health Check](#)

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma(s)



Muharraq Island

Bahraini Embassies and Consulates

For more information on Bahrain and applying for a visa to Bahrain visit the Embassy of Bahrain website.

- **Embassy of Bahrain – United Kingdom** - <http://www.mofa.gov.bh/london/Home.aspx>
- **Embassy of Bahrain – United States** - <http://www.bahrainembassy.org/>

Steps on Finding a Job in Bahrain

Read International TEFL Academy’s guide [How to Find a Job in Bahrain](#) for more information and the steps one should take to gain employment in Bahrain.

ITA’s Premier and Associated Schools in Bahrain

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- **Workaway Recruitment** – recruits for international schools in the Middle East, China, and Hong Kong. Teachers must have a degree in education, teaching license, and experience to qualify for these positions.
To apply: Please apply directly on [Workaway's website](#)

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- SeekTeachers - http://www.seekteachers.com/jobs.asp?country_id=7

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Bahrain.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Bahrain School Finder](#)

Expat Websites – A great way to find out what's going on in Bahrain and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Bahrain Side** - <http://bahrainside.com/>
- **Internations Bahrain** - <http://www.internations.org/bahrain-expats/guide/living-in-bahrain-15387>
- **Expat Exchange** - <http://www.expatechange.com/bahrain/liveinbahrain.html>

Country-Specific Websites – Additional resources for information about Bahrain.

- **Gulf Daily Times** - <http://www.gulf-daily-news.com/>
- **DT News** - <http://dt.bh/>
- **Gulf Talent** - <http://www.gulftalent.com/home/recruitment-and-jobs-in-bahrain-1.html>
- **Info Bahrain** - <http://infobahrain.com/index.html>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Bahrain

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Bahrain, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/bahrain>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Bahrain -

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Bahrain with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Bahrain - <http://www.petrelocation.com/resources/international-regulations/bahrain>.

Egypt

Country Overview

Boasting one of the oldest histories in the world, the country of Egypt is transcontinental in the way that it is located on the continents of both Africa and Asia. Located on the Nile River in North Africa, Egypt is famous for its many ancient archaeological ruins and sites including but not limited to various tombs and pyramids, drawing in millions of tourists every year and making tourism a large stake of Egypt's economy and workforce. There are over 70 million residents, and half of them live in one of Egypt's many thriving urban centers such as Alexandria, Cairo, Giza and Shubra El-Kheima, just to name a few. Egypt has a desert climate, with temperatures reaching upwards of 80 or 90 degrees during the summer and dropping down to the 50's and 60's range during the winter months. Egypt is bordered by the Mediterranean Sea, the Gaza Strip and Israel to the north and northeast.



Culturally, Egypt is known as a bit of a trend-setter in the Arabic-speaking world. Family is very important, and the Egyptian people in general are known to be very friendly and hospitable. Islam is recognized as the main religion; many things are closed on Fridays in observance of holy day and Ramadan is observed every year by practicing Muslims. Crime is relatively rare, with law enforcement as well as Islamic social morals at play to minimize conflict amongst people. The Egyptian people are very proud of their rich history, and even today the popularity of both the arts and architecture are still recognized daily in Egyptian society, as well as in various other areas in Africa and the Middle East. Food is very important as it is frequently woven into many social occasions and cultural traditions.

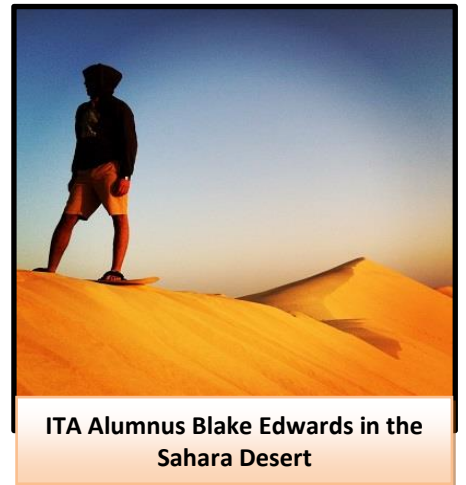
Before you travel to Egypt

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)



ITA Alumnus Blake Edwards in the Sahara Desert

Job Overview

English was introduced on a large scale in Egypt in the 1880s when the nation effectively fell under British control, and since Egypt realized independence in 1952, the language has been taught in public schools and used in many fields of education and the economy. Today, with a population of 80 million, a large middle class, and extensive interaction with the English-speaking world, Egypt has a stronger need for English language instruction than ever and offers an array of opportunities for first-time English teachers. Jobs are concentrated in Cairo and Alexandria, two crowded, colorful centers of history and culture. Limited opportunities may be found in other cities, including Demanhur, Ismailiya, Mansoura and Aswan; Egypt is home to more than 100 language institutes and international schools.

Most first-time English teachers will gain employment by interviewing in person once they arrive in Egypt, and they will also be responsible for their own airfare and housing. Wages vary widely and are often modest, but the low cost of living typically enables English teachers to live comfortably. Schools usually offer 20-25 hours per week of work, leaving you plenty of opportunities to travel and explore, and many teachers take on private students to make extra money. Many teachers share accommodations with other teachers or other expatriates.

Some experienced teachers with advanced credentials, including a TEFL/TESOL certification, may be able to interview in advance and may receive benefits like health insurance and a housing allowance. The market for these types of jobs can be quite competitive.

Teaching in Egypt at a Glance

The following chart highlights the main requirements for English teachers in Egypt, the best way to get a job in Egypt, and what a typical job is like for English teachers in Egypt.

Degree Requirements	BA/BS preferred, not required
Contract Length	6 & 12 months
Peak Hiring Months	All year-round; May-August
Low Hiring Months	Islamic Holidays
Interview Procedure	Face-to-face; sometimes by phone in advance
Visa Info	Tourist visa (recommended to apply for in advance)
Typical Students	Business professionals, children
Average Monthly Cost of Living	\$300 - \$700 USD
Average Monthly Salary	\$300 - \$700 USD
Estimated Start-Up Costs	\$1,000 - \$1,500 USD
Housing	Self-pay; advice provided by employer
Airfare	Rarely

Obtaining a Visa for Egypt

Teachers who plan to work in Egypt will typically find their job “on the ground” in Egypt. If you find a job in advance of being in Egypt your **work visa** should be processed before moving to Egypt with the help of your employer. In order to obtain a work visa you will need a letter from your employer, a current passport, health record/medical check, and other documents. You should also consult with your school on any other documents or visa fees you may need.



Additional types of visas:

Tourist Visa – Many English teachers in Egypt will work on their tourist visa while renewing it every 3 months. For a list of documents needed to obtain a tourist visa, visit the following website - <http://www.egyptembassy.net/consular-services/passports-travel/visa-requirements/>.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Egypt at a recognized language school, university, etc. may be eligible to legally work in Egypt while studying. Typically, a student visa must be processed before departing for Egypt. Contact an Egyptian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact an Egyptian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Egypt

Required documents:

- Valid passport (recommend to have at least 18 months validity left before expiration)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School (if obtaining a work visa)
- Work Contract (if obtaining a work visa)
- HIV Test (if obtaining a work visa)

Recommended documents:

- Diploma and other recent degrees or diplomas
- Sample lesson plan
- College transcripts

“NGC, my employer, is a language and business skills institute that serves primarily university students and professionals with courses at night. Currently, I work 12 hours per week for 60EGP an hour (roughly \$8.50 USD.) This isn’t much, of course, but my English teaching is supplemental to freelance writing, editing, and social media work I do for several companies back in the U.S. I’m not saving and money, and I don’t think it would be easy for an English teacher to do so in Egypt without working significant hours.”

Blake Edwards, ITA Online January 2014

Egyptian Embassies and Consulates

For more information on Egypt and applying for a visa to Egypt visit the Embassy of Egypt website.

- **Embassy of Egypt – United Kingdom** - <http://egypt.embassyhomepage.com/>

- Embassy of Egypt – United States - <http://www.egyptembassy.net/>

Steps on Finding a Job in Egypt

Read International TEFL Academy’s guide [How to Find a Job in Egypt](#) for more information and the steps one should take to gain employment in Egypt.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don’t typically hire the English teacher.

- SeekTeachers - http://www.seekteachers.com/jobs.asp?country_id=40
- TeachAway - <http://www.teachaway.com/teach-in-egypt>

Government-Run Programs

Please check [International TEFL Academy’s Government and Public School Program Finder](#) for programs located in Egypt.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy’s Egypt School Finder](#)

Expat Websites – A great way to find out what’s going on in Egypt and to network with other expats is by checking out different expat websites. A few are highlighted below.

- Expat Exchange Egypt - <http://www.expatsexchange.com/expat/index.cfm?frmid=203&s=6>
- Expats in Egypt - <http://www.expatsblog.com/blogs/egypt>
- Internations Egypt - <http://www.internations.org/egypt-expats>

Country-Specific Websites – Additional resources for information about Egypt.

- Daily News Egypt - <http://www.dailynewsegypt.com/>
- Egypt Daily News- <http://egyptdailynews.com/>
- Jobs in Egypt- <http://www.jobsinegypt.com/Job/JobCategories/Education/>
- TESALL - <http://www.tesall.com/esl-tesol-jobs?keyword=Egypt®ion=Middle+East&country=&search=Search>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.



Cairo, Egypt

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

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One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

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- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Egypt

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Egypt, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/egypt>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Egypt -

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Egypt with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Egypt - <http://www.pettravel.com/immigration/egypt.cfm>.

Israel

Country Overview

Surrounded by snow-capped mountains, deserts and beaches, Israel provides a breathtaking and diverse topography. Located in the Middle East, Israel borders Lebanon and Syria to the North, Jordan to the East, Egypt to the Southwest, the Red Sea to the South and the Mediterranean Sea directly to the West. The southern half of the nation is covered by the Negev Desert, home to Arabian Leopards, exotic plant life, and unique caters found nowhere else in the world. The Negev is a famous tourist destination specifically for its distinguished geographic qualities as well as the vast display of vineyards and wineries throughout the desert. Along the Mediterranean coast of Israel are golden beaches which surround some of the nation's largest cities such as Tel Aviv. Further inland and immersed in the Judean Mountains stands the capital city of Jerusalem.



Israeli culture encapsulates a vast variety of identities, traditions, and foods due to the fact it has such rich history, religious significance, and its location in the Middle East. The national languages are Hebrew and Arabic, but there is an increasing demand for people to learn English as Israel has become a rising player in the international economy. Religious tourism is a major attraction to the nation, but visitors also frequent a multitude of famous archeological and historical sites, ecological attractions, beaches, wineries, and even nightlife attractions in the cities. In fact, Israel has the highest number of museums per person in the world, leaving tourists with an endless supply of things to do. Common Israeli cuisine is as diverse as the population combining many influences from Jewish and Arabic traditions. On any street corner, you can find the world's best halal falafel, couscous, hundreds of different types of hummus, Mediterranean dishes, and even the world famous Jerusalem Kugel (a traditional Jewish dessert). While Israeli people can be a bit intimidating, most are very welcoming and love to share their culture and traditions with visitors. Spending a few weeks eating the food, exploring the country and meeting the people, it is difficult not to fall in love with Israeli culture.

Before you travel to Israel

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

As a dynamic and cosmopolitan nation that engages in extensive interaction with the global community economically and culturally, Israel has a strong demand for English language. However, because of its small size and the large number of local English speakers, Israel represents a competitive job market for foreign English teachers.

Most first-time English teachers will gain employment by interviewing in person once they arrive in Israel, and they will also be responsible for their airfare, as well as housing. Wages typically enable English teachers to live comfortably. Most teachers live in apartments recently vacated by previous teachers, and many share accommodations with their coworkers. Schools typically offer around 20-25 hours per week of work, leaving you plenty of opportunity to travel and explore. Giving private lessons is a popular way to make extra money.

English teaching jobs in Israel are concentrated in Tel Aviv, Jerusalem, Haifa, Rishon, LeZion and other major cities.

Teaching in Israel at a Glance

The following chart highlights the main requirements for English teachers in Israel, the best way to get a job in Israel, and what a typical job is like for English teachers in Israel.

Degree Requirements	BA/BS Typically Required
Contract Length	6-12 months
Peak Hiring Months	Year-Round
Low Hiring Months	Jewish holidays
Interview Procedure	Face-to-face in Israel, some in advance
Visa Info	Tourist Visas convert to Work Visa; right of return
Typical Students	Business professionals and children
Average Monthly Cost of Living	\$1,000 - \$1,500 USD
Average Monthly Salary	\$700 - \$1,500 USD
Estimated Start-Up Costs	\$1,500 - \$2,000 USD
Housing	Self-pay, housing advice provided by employer
Airfare	Self-pay

Obtaining a Visa for Israel

Immigration Visa – *“The Law of Return, 5710 - 1950 determines the right of every Jew to immigrate to the State of Israel. The law is an expression of the connection between the Jewish people and their homeland. Jews returning to Israel are considered people who were away - or whose ancestors were away - from Israel, and are now returning to their country. With regard to the law, “A Jew is a person born to a Jewish mother, or who is a convert to Judaism, and is not a member of another religion.”*

According to an arrangement between the government of Israel and the Jewish Agency, the latter handles immigration (aliya) to Israel: checking candidates, providing advice and guidance, seeing to absorption arrangements, referrals to immigrant centers, places of study, employment, etc. An aliya emissary of the Jewish Agency who recommends a person's immigration, transfers the application together with his written recommendation to an official representative of the State of Israel.

According to the law, the authority to issue the immigration visa lies solely with the diplomatic / consular representative. Therefore, this representative examines the application and the recommendation of the aliya representative. The diplomatic / consular representative may request additional details, both from the applicant and from the immigration representative. In cases of doubt, the diplomatic / consular representative may transfer the application to the consular section of the Ministry of Foreign Affairs for a decision.

Those interested in commencing the process of immigrating to Israel should contact the aliya representative of the Jewish Agency who is responsible for the area in which they reside.”

The above information on the Immigration Visa was found at: <http://mfa.gov.il/MFA/ConsularServices/Pages/Visas.aspx>

Work Visa – The type of visa that English teachers will need to get in Israel is also referred to as the B1 visa. To obtain this visa you must submit the appropriate documents and visa fee (approximately 38 Euros) to the Ministry of Interior in Israel for approval. For those who obtain a job in advance of being in Israel it is possible to get this visa before your arrival.

The following documents are typically required to obtain the B1 Work Visa. Check with the Israel Ministry of Interior for the most accurate list.

- A verified certificate of good conduct or a police record check
- Certification of medical examinations performed in clinics or hospitals recognized by the mission (the certification must cover, inter alia, normal results in tests for tuberculosis, hepatitis and AIDS) and the results of blood tests.
- A declaration of the taking of fingerprints (the State of Israel has begun to take fingerprints from foreign workers who enter the country to work) and a photograph.
- A completed application for a visa (Download the application for Visa to enter Israel).
- Two passport pictures

Additional types of visas:

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Please see the [Ministry of Foreign Affairs](#) website for more information.

Other – It is always recommended to contact an Israeli Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English-speaking country.



Documents Needed to Work in Israel

Required documents:

- Valid passport

- International Resume and Cover Letter
- TEFL Certificate
- Bachelor's Degree (Preferred for many schools)
- Resume and Cover Letter
- Criminal Record Check (dependent on the type of visa one will apply for)
- Medical Check (dependent on the type of visa one will apply for)



Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma
- Criminal Record Check

Israel Embassies and Consulates

For more information on Israel and applying for a visa to Israel visit the Embassy of Israel website.

- Embassy of Israel – Canada – <http://embassies.gov.il/ottawa/pages/default.aspx>
- Embassy of Israel – United Kingdom - <http://www.embassyofisrael.co.uk/>
- Embassy of Israel – United States - <http://www.israelemb.org/washington/pages/default.aspx>

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't ultimately hire the English teacher.

International TEFL Academy is not aware of any recruiters for teaching English in Israel at this time.

Government-Run Programs

- Fulbright Israel - <https://fulbright.org.il/>

Additional Resources for Your Job Search

Language Schools – Use the Worldwide Language School Finder as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Israel Language School Finder](#)

Expat Websites – A great way to find out what's going on in Israel and to network with other expats is by checking out different expat websites. A few are highlighted below.

- Get On in Israel – <http://getoninisrael.wix.com/goii>
- Expat Arrivals Israel - <http://www.expatarivals.com/israel/moving-to-israel>
- InterNations Israel - <http://www.internations.org/israel-expats>

Country-Specific Job Boards –

- Janglo – <http://www.janglo.net/>

- **Israeli Jobs 77-** <http://www.israeljobs77.com/jobs?wt=Esl>

Country-Specific Websites –

- **Haaretz Newspaper** - <http://www.haaretz.com/>
- **The Jerusalem Post-** <http://www.jpost.com/>
- **Arutz Sheva: Israeli National News** - <http://www.israelnationalnews.com/>
- **ESL Teachers Board-** <http://www.eslteachersboard.com/cgi-bin/intl/index.pl?search>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of more ESL job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)



Other Jobs in Israel

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

Vaccinations

For a list of any vaccinations you may need for Israel, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/israel>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Israel - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Israel with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Israel - <http://www.pettravel.com/immigration/Israel.cfm>.

Jordan

Country Overview

A relatively small market for English teachers, Jordan is known for its traditional Bedouin culture, the warm hospitality of its people and the stunning ruins of ancient sites like Jerash and Petra. The official language of Jordan is Arabic, however there is a long tradition of usage of English, as Jordan was administrated by Great Britain under the League of Nations' Mandates System until 1946. Jordan, officially named the Hashemite Kingdom of Jordan, is situated in the Middle East just north of Saudi Arabia and east of Egypt. This small country is largely composed of desert but is near to both the Red and Dead seas, and to the west, Jordan has its portion of the historical Fertile Crescent with arable land and forests. Jordan typically has a very warm climate in the summer months and cooler climate during the winter months. Jordan is also perhaps best-known for its archaeological site of the lost city of Petra, one of the Seven Wonders of the World.



Beyond Jordan's rich historical background, Jordan's capital Amman is a thriving urban center filled with nightlife, shopping centers, art galleries, universities, and restaurants serving up Jordan's national lamb dish, mansaf. Amman is also a hotspot for medical tourism with people throughout the region pouring in to receive some of the best healthcare in the Middle East. Beyond Amman, Jordan is separated into 11 other governorates, each with a unique history and style of life. Jordan is primarily home to supporters of the Islamic faith, yet Jordan enjoys a much more relaxed set of laws than do many of its Middle Eastern neighbors. The people of Jordan are frequently described as warm and very welcoming. The official language of Jordan is Arabic, yet English is spoken as well.

Before you travel to Jordan

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

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- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Because Jordan is a small country with no oil wealth to speak of, the job market is not large. While some private academies and well-established language schools may offer airfare and housing, most first-time English teachers should expect to interview in person once they arrive in Jordan, and they will also be responsible for their own airfare, as well as housing. Wages tend to be modest, but because living costs are low they typically enable English teachers to live a comfortable life. Most teachers live in apartments with other English teachers and expats. Some schools will offer full-time positions of 20-25 hours per week of work, but many will hire on a part-time or temporary basis to start. Many teachers also take on private students to boost their income.

Some experienced teachers with advanced credentials, including a TEFL/TESOL certification may be able to interview in advance and may receive benefits like health insurance and a housing allowance. The market for these types of jobs can be quite competitive. Jobs are concentrated in the capital city of Amman and other major cities.

Teaching in Jordan at a Glance

The following chart highlights the main requirements for English teachers in Jordan, the best way to get a job in Jordan, and what a typical job is like for English teachers in Jordan.

Degree Requirements	BA/BS preferred, not required
Contract Length	6-12 Months
Peak Hiring Months	All year round, May-August preferred
Low Hiring Months	Islamic Holidays
Interview Procedure	Face to face, but sometimes in advance by email/Skype
Visa Info	Tourist visa convert to a work visa
Typical Students	Business Professionals, Children
Average Monthly Cost of Living	\$650-\$1,000 USD
Average Monthly Salary	\$650-\$1,200 USD
Estimated Start-Up Costs	\$1,000-\$1,500 USD
Housing	Self-pay, housing advice provided by employer
Airfare	Self-pay – Rarely provided by employer

Obtaining a Visa for Jordan

Tourist Visa – It is common for schools to hire teachers who are on a tourist visa only to work under the table in the Jordan.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements,

such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Working Visa – It is possible to obtain a work visa in advance, or to convert it from a tourist visa on the ground. The school employing you will be responsible for obtaining approval to work from the Jordanian Ministry of Labor, prior to completing your work application.

Student Visa – Those who plan to study in Jordan at a recognized language school, university, etc. may be eligible to legally work in Jordan while studying. Typically, a student visa must be processed before departing for Jordan. Contact a Jordanian Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Jordanian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Jordan

Required documents:

- Valid passport
- International Resume and Cover Letter
- TEFL Certificate
- University Diploma



ITA Alumni Adam L. in
Amman, Jordan

Jordanian Embassies and Consulates

For more information on Jordan and applying for a visa to Jordan visit the Embassy of Jordan website.

- Embassy of Jordan– Canada - <http://www.embassyofjordan.ca/>
- Embassy of Jordan – United Kingdom - <http://jordanembassy.org.uk/>
- Embassy of Jordan – United States - <http://www.jordanembassyus.org/>
- List of Consulates – United States - <http://www.embassypages.com/jordan>

Steps on Finding a Job in Jordan

Read International TEFL Academy's information on [How to Find a Job in Jordan](#) for more information and the steps one should take to gain employment in Jordan.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- Teachaway – <https://www.teachaway.com/teach-in-jordan>
- Amideast – <http://www.amideast.org/jordan>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Jordan.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [ITA's Jordan School Finder](#)

Expat Websites – A great way to find out what's going on in Jordan and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Allo Expat** - <http://www.jordan.alloexpat.com/>
- **Internations Jordan** - <http://www.internations.org/jordan-expats>
- **Expat Exchange** - <http://www.expatechange.com/jordan/liveinjordan.html>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Jordan.

- **The Jordan Times** - <http://jordantimes.com/>
- **Jordan Daily** - <http://tvjordan.com/>
- **Jordan Classifieds** - <http://www.jordanclassifieds.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section. There are no Teaching English in Jordan specific job boards at this time.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.



- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Jordan

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Jordan, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/jordan>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Jordan - <http://www.internationalteflacademy.com/alumni-index-of-all-submissions/>

Moving to Jordan with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas.

However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Jordan - <http://www.pettravel.com/immigration/jordan.cfm>.



Kuwait

Country Overview

A tiny country and one of the world's largest oil exporters is Kuwait, one of the richest countries in the Middle East situated in the northeast corner of the Arabian Peninsula. Kuwait is known for its wealth in oil and petroleum products but it is also historically recognized as a huge trading point and center between ancient major empires in India, Africa, and Mesopotamia. Today, Kuwait's economy is largely reliant on oil but prior to the discovery of this reserve, pearls were the main industry in the traditionally maritime nation.

Arabic is the major language spoken in Kuwait, and Kuwaiti citizens and expatriates enjoy a very high standard of living, as well as moderate temperatures during the winter months and a much hotter climate during the summer. Tourists to Kuwait come for their six museums, famous Kuwait towers, and thrilling water sports. There are also two major festivals celebrated in Kuwait: the Hala February Festival for the month of February to commemorate the arrival of spring and a celebration in honor of the liberation of Kuwait at the end of February characterized by huge displays of fireworks, which in recent years has landed them in the Guinness Book of World Records. Seafood is the main staple in the Kuwaiti diet and Kuwait's inhabitants are primarily Muslim.



While it has a population of just over 4 million, with almost 3 million of that as expatriates, Kuwait has proven crude oil reserves of 104 billion barrels - estimated to be 10% of the world's reserves – making it one of the wealthiest countries in the world and creating a demand for qualified English teachers. Those who work here will discover an intriguing combination of traditional Islamic culture, stark desert landscapes, beautiful coastlines and the striking modernity of the country's state-of-the-art infrastructure. Boasting one of the highest literacy rates in the region, Kuwait has invested billions in developing its educational infrastructure, including English language instruction. Jobs are concentrated in Kuwait City, which lacks the clubbing and nightlife of Dubai or Bahrain, but does offer an extravagant array of shopping and dining. Salaries and benefits can be excellent, but teachers must be prepared to live in society governed by Islamic law and customs, which bans the use of alcohol. Many schools and other educational venues are segregated by sex and many teaching positions are gender-specific. Housing is typically provided for English teachers who will often live in apartment buildings or housing communities with other expatriates.

Before you travel to Kuwait

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Despite the fact that English is taught beginning in the first grade at all schools and having one of the highest wealth per capita, Kuwait can be quite selective when giving out work permits to English teachers. However, qualified English teachers can expect to make anywhere from \$1,800 - \$3,300 USD tax-free a month with benefits including airfare, health insurance, and even furnished housing or a housing allowance. Salaries will vary with qualifications and experience. Beginning TEFL teachers may find it difficult to be hired here, as most jobs will go to experienced native English speaking teachers with advanced credentials.

Most teachers are hired in advance from their own country and have their visa processed prior to their departure for their teaching destination. You can be hired all year in Kuwait, however most schools and universities begin in August-September, so spring and summer tend to be an excellent time to look for jobs. To receive their visa, teachers should expect to pass a physical and an HIV/contagious diseases test, and in many cases, academic

transcripts and a criminal background check may also be necessary. Expect the process of interviewing and procuring a visa processes to take at least 1-3 months.

English teaching jobs for teaching English in Kuwait are concentrated in the capital city of Kuwait City, and cities such as Al Ahmadi and Hawaili.

Teaching in Kuwait at a Glance

The following chart highlights the main requirements for English teachers in Kuwait, the best way to get a job in Kuwait, and what a typical job is like for English teachers in Kuwait.

Degree Requirements	BA/BS required, MA preferred
Contract Length	12 months
Peak Hiring Months	All year, May – August preferred
Low Hiring Months	Islamic holidays
Interview Procedure	In advance
Visa Info	Work visa
Typical Students	Children and adults/business professionals
Average Monthly Cost of Living	\$650 - \$1,000 USD
Average Monthly Salary	\$1,500 - \$3,300 USD
Estimated Start-Up Costs	\$1,000 - \$1,500 USD

Housing	Free Housing or Housing Subsidy
Airfare	Yes

Obtaining a Visa for Kuwait

Work Visa – A work visa is issued to those who find employment in advance of moving to Kuwait. The school and/or employer will apply for the work permit from the Ministry of Social Affairs & Labour. A No-Objection Certificate or a NOC from the General Administration of Criminal Investigation at the Ministry of Interior will be given.

Work Permit – A work permit is needed to legally get the Residence Visa. A teacher's school will assist in the process of obtaining the Work Permit once the NOC is given. The Ministry of Foreign Affairs in Kuwait will send a copy of the work permit to the Kuwaiti Embassy in the country where the employee lives for endorsement.

The sponsor or employer must also send a copy of the work permit to the employee to take to the embassy. The employee must apply for an entry visa for Kuwait. Employees for private sector companies require NOCs and a copy of the employer's authorized signatory as registered for business purposes.



Kuwait City, Kuwait

Residence Visa The residence visa is required to legally live in Kuwait is sponsored by the teacher's school. The residence visa is also needed in order to open a bank account, obtain a driver's license, etc. and is valid for up to 5 years.

Documents Needed – Please see the following for typical documents need to apply for the above visas. It is always recommend to check with your school on any additional documents one needs in order to apply for the work visa, work permit and residence visa.

- Application
- Passport
- Medical Federal criminal background check
- Work permit
- Other documents as required

Additional types of visas:

Tourist Visa – It is extremely uncommon and not recommended to work in Kuwait on a tourist visa.

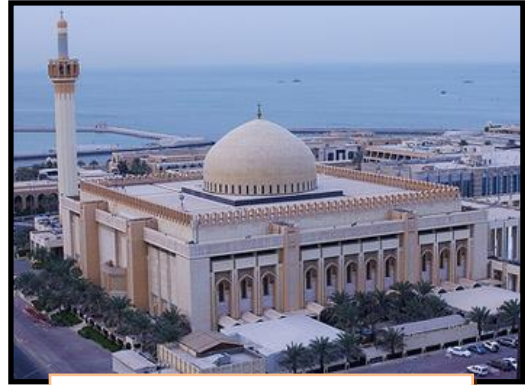
Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Other – It is always recommended to contact a Kuwait Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Kuwait

Required documents:

- Valid passport (Should be valid for the length of employment contract and should have 2 blank pages side by side)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School
- Work/Employment Contract
- Health Certificate: Obtained and stamped from the local doctor certifying that the patient is in good health and free from contagious diseases. Lab test results for the following: HIV/AIDS, Hepatitis B & C, Malaria, Filariasis, Syphilis and Chest X-Ray for Tuberculosis
- Diploma and other recent degrees or diplomas
- Criminal Record Check (can take up to 3 months to process and receive results)
- Visa Application form



Grand Mosque

Kuwaiti Embassies and Consulates

For more information on Kuwait and applying for a visa to Kuwait visit the Embassy of Kuwait website.

- Embassy of Kuwait – Canada - <http://kuwaitembassy.ca/>
- Embassy of Kuwait – United Kingdom - <http://kuwait.embassyhomepage.com/>
- Embassy of Kuwait – United States - <http://www.kuwaitembassy.us/>
- List of Consulates – United States - <http://www.kuwaitembassy.us/consul/Consul.html>

Steps on Finding a Job in the Kuwait

Read International TEFL Academy's guide [How to Find a Job in the Kuwait](#) for more information and the steps one should take to gain employment in Kuwait.

ITA's Premier and Associated Schools in Kuwait

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also, be sure to review the [Associated Schools and Programs](#) document for more.

- **Workaway Recruitment** – recruits for international schools in the Middle East, China, and Hong Kong. Teachers must have a degree in education, teaching license, and experience to qualify for these positions.
To apply: Please apply directly on [Workaway's website](#)

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- SeekTeachers - http://www.seekteachers.com/jobs.asp?country_id=12
- TeachAway - <https://www.teachaway.com/teaching-jobs-abroad?loc=Kuwait>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Kuwait.

Additional Resources for your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- **ITA Kuwait School Finder** - <http://cdn2.hubspot.net/hubfs/67369/Kuwait-School-Finder.pdf?t=1482268874168>

Expat Websites – A great way to find out what's going on in Kuwait and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Exchange** - <http://www.expateexchange.com/kuwait/liveinkuwait.html>
- **InterNations** - <https://www.internations.org/kuwait-expats>
- **Expat Arrivals** - <http://www.expatarrivals.com/kuwait/moving-to-kuwait>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Kuwait.

- **Kuwait Times** - <http://www.Kuwait-insider.com/>
- **Arab Times** - <http://www.arabtimesonline.com/news/>
- **Kuwait Daily News** - <http://q8dailynews.com/>
- **Kuwait News Agency (KUNA)** - <http://www.kuna.net.kw/Default.aspx?language=en>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the Resources for Your Job Search section.

- **ITA Alumni Job Board** – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Dave's ESL Cafe** - <http://www.eslcafe.com/joblist/>
- **Serious Teachers Job Board** - <http://www.seriousteachers.com/>
- **ESL Job Board** - <http://esljobs.biz/>
- **Career Jet Kuwait** - <http://www.careerjet.com.kw/english-teacher-jobs.html>
- **British Council Kuwait** - <http://www.britishcouncil.org/me-kuwait.htm>



Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Kuwait

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#)

Vaccinations

For a list of any vaccinations you may need for Kuwait, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/Kuwait>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Moving to Kuwait with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Kuwait.

<http://paws-kuwait.org/blog/paws-services/import/>

Lebanon

Country Overview

Bordering the Mediterranean Sea, Syria, and Israel is the mountainous country of Lebanon. With a relatively dryer and more Mediterranean climate, Lebanon has a population of 4.2 million which includes an extremely diverse mix of races and religions. The official and primary language spoken in Lebanon is Arabic, but large percentages of the population can also speak French and English.

Lebanese culture and more specifically, Lebanese music, food and literature is a mix of many cultures from Lebanon's history, including but not limited to Persian, Greek, Italian, and Assyrian amongst others. Lebanese folk music is popular but more modern Western and Arabic music is also frequently enjoyed. Lebanon's media is known as being the most liberal in the Arab world, and they continue to be a hub for media and news production.

The people of Lebanon enjoy a mix of both summer and winter sports because of the country's unique location and climate—soccer, basketball and rugby continue to grow in popularity. In education, Lebanon is consistently ranked in the top ten in the world for math and science education, as well as overall education quality.



Before you travel to Lebanon

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

A relatively small market for English teachers, Lebanon is known for its cosmopolitan capital of Beirut, spectacular natural beauty and the broad cultural and religious diversity of its population.

Most first-time English teachers will gain employment by interviewing in person once they arrive in Lebanon, and they will also be responsible for their airfare, as well as housing. Wages are not high, but due to the lower cost of living they typically enable English teachers to live a comfortable life. Most teachers live in apartments recently vacated by previous teachers, and many share accommodations with their coworkers. Schools typically offer around 20-25 hours per week of work, leaving

you plenty of opportunity to travel and explore. Giving private lessons is a popular way to supplement your income while working as a teacher.

English jobs in Lebanon are concentrated in Beirut, Tripoli, Sidon, Byblos, Tyre and other major cities.



Teaching in Lebanon at a Glance

The following chart highlights the main requirements for English teachers in Lebanon, the best way to get a job in Lebanon, and what a typical job is like for English teachers in Lebanon.

Degree Requirements	BA/BS preferred, not required
Contract Length	6-12 months
Peak Hiring Months	All year-round
Low Hiring Months	Islamic holidays
Interview Procedure	Face-to-face in Lebanon
Visa Info	Tourist Visa, convert to work visa
Typical Students	Business professionals, children
Average Monthly Cost of Living	\$900 – \$1,500 USD
Average Monthly Salary	\$900 - \$1,500 USD
Estimated Start-Up Costs	\$1,800 - \$3,000 USD
Housing	Self-pay; Housing advice provided by employer
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Lebanon

Teachers who plan to work in Lebanon will typically find their job after they arrive in Lebanon. If you find a job in advance of being in Lebanon your **work visa** should be processed before moving to Lebanon with the help of your employer. In order to obtain a work visa you will need a letter from your employer, a current passport, health record/medical check, and other documents. You should also consult with your school on any other documents or visa fees you may need.

Please note that those with a stamp from Israel in their passport will not be allowed to enter Lebanon. If you have travelled to Israel and plan to go to Lebanon, we recommend ordering a new passport before travelling.

Additional types of visas:

Tourist Visa – Very few, if any, teachers work long term on tourist visas in Lebanon because most schools will help sponsor a teacher to receive a work Visa. If a school will not help sponsor your work visa you should reconsider working for the school. United State citizens can obtain a visa on arrival in Beirut. The visa will be valid for 30 days, but can easily be extended for up to 3 months at a local General Security office in Beirut.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Lebanon at a recognized language school, university, etc. may be eligible to legally work in Lebanon while studying. Typically, a student visa must be processed before departing for Lebanon. Contact a Lebanese Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Lebanese Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Lebanon

Required documents:

- Valid passport (recommend to have at least 18 months’ validity left before expiration)
- International Resume and Cover Letter
- TEFL Certificate
- Diploma and other recent degrees or diplomas
- Sponsorship Letter from School
- Work Contract
- Medical Record/Health Check

Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma(s)



Lebanese Embassies and Consulates

For more information on Lebanon and applying for a visa to Lebanon visit the Embassy of Lebanon website.

- Embassy of Lebanon – United Kingdom - <http://lebaneseembassyuk.org/>
- Embassy of Lebanon – United States - <http://www.lebanonembassyus.org/>

Steps on Finding a Job in Lebanon

Read International TEFL Academy's guide [How to Find a Job in Lebanon](#) for more information and the steps one should take to gain employment in Lebanon.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher. Please note that this is not a complete list of

- TeachAway - <https://www.teachaway.com/teach-in-lebanon>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Lebanon.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Lebanon School Finder](#)

Expat Websites – A great way to find out what's going on in Lebanon and to network with other expats is by checking out different expat websites. A few are highlighted below.

- InterNations Lebanon - <http://www.internations.org/lebanon-expats>
- Expat Exchange - <http://www.expatechange.com/lebanon/liveinlebanon.html>
- Expatify - <http://www.expatify.com/lebanon>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Lebanon.

- The Daily Star - <http://dailystar.com.lb/#axzz36zYxwRA2>
- Bayt - <http://www.bayt.com/en/lebanon/jobs/locations/beirut/>
- Naharnet - <http://www.naharnet.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

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One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

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- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Lebanon

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Lebanon, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/lebanon>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Lebanon - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Lebanon with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Lebanon: <http://www.iatatravelcentre.com/LB-Lebanon-customs-currency-airport-tax-regulations-details.htm>.



Morocco

Country Overview

The Kingdom of Morocco is home to the University of Al-Karouine, the oldest continuously functioning university in the world. Morocco is a North African country, located in northwestern corner of the African continent and has coastal borders on both the Atlantic Ocean and the Mediterranean Sea. The Sahara desert covers a large portion of the country while the Atlas Mountains dominate the center and southern areas. The Atlas Mountains create a natural border between the coastal areas and the Sahara desert. The climate of the northern part of Morocco is Mediterranean with hot, long summers and cool, wet winters. The climate of the interior and southern areas of the nation range from desert regions with extreme hot summer seasons to forest regions that are home to different plants and vegetation. The service, agriculture and manufacturing sectors make up the majority of the Moroccan economy. Morocco is the third largest producer of phosphates in the world after the United States and China. The culture of Moroccan is made up of a mix of indigenous Berber people, as well as people of Arabic and African ethnic backgrounds. The traditions of these ethnic groups have over time mixed with the influences of the western cultures of France and Spain, creating a very diverse amount of Moroccan music, literature and architecture. Moroccan cuisine is considered one of the most diverse cuisines in the world, with the use of different spices and dishes from all of its different ethnic groups. Common dishes are made with Mediterranean vegetables and fruits along with chicken, camel and seafood. The imperial city of Marrakech at the foot of the Atlas Mountains is considered Morocco's most popular tourist destination. The historic central market square of Djemma el Fna and the mesmerizing Marjorelle Gardens are must see attractions.



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Before you travel to Morocco

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

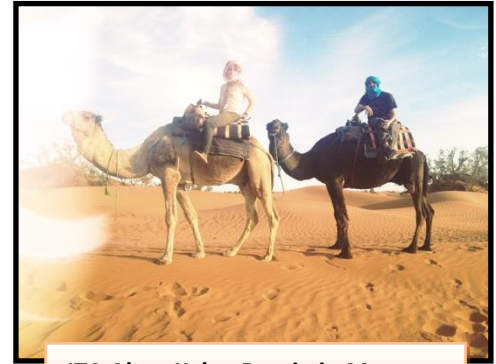
- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

While French has long been the second language of this entrancing North African nation, Morocco has one of the largest English teaching markets in North Africa, as many young Moroccans are looking to hone their basic English skills. Basic French continues to be widely understood throughout the country, and knowledge of French can be useful in networking and arranging private students. Those interested in learning Arabic will note that the Moroccan Arabic dialect is fairly different from the Arabic traditionally spoken in the Middle East, as it has been slightly influenced by French and Spanish.



ITA Alum Kylee Burgin in Morocco

Most first-time English teachers should expect to interview in person once they arrive in Morocco, and they will also be responsible for their airfare, as well as housing. Wages tend to be modest, but because living costs are low they typically enable English teachers to live a comfortable life. Government regulations specify that foreign teachers need a university degree to obtain a work visa. Most teachers live in apartments with other English teachers and expats. Schools typically offer around 20-25 hours per week of work, leaving you plenty of opportunity to travel and explore. Many teachers also take on private students to boost their income.

English teaching jobs in Morocco are concentrated in major cities such as Fez, Rabat, Marrakesh, Tangier and Casablanca.

Teaching in Morocco at a Glance

The following chart highlights the main requirements for English teachers in Morocco, the best way to get a job in Morocco, and what a typical job is like for English teachers in Morocco.

Degree Requirements	BA/BS degree required
Contract Length	Typical contract will be 12 months. Some contracts can be signed for 6 or 9 months, but it is less likely.
Peak Hiring Months	Year round
Low Hiring Months	Islamic holidays
Interview Procedure	In advance or in-person interviews.
Visa Info	The school will assist the teacher in the process of obtaining a work visa.
Typical Students	Children, teenagers, or adults
Average Monthly Cost of Living	\$500 - \$1,000 USD per month
Average Monthly Salary	\$500 - \$1,000 USD per month
Estimated Start-Up Costs	\$1,000 - \$1,500 USD

Housing	Self-pay, sometimes paid for by employer in smaller cities or towns.
Airfare	Self-pay – Not provided by employer

Obtaining a Visa for Morocco

Teachers who plan to work in Morocco will either find their job in advance of being in Morocco or while they are already living there. If you find a job in advance of being in Morocco your **work permit** should be processed before moving to Morocco. However, if you are already living in Morocco, you should be able to apply for the work permit with the help of your school. This is typically done in Rabat, even if you are teaching outside of the city. In order to obtain a work permit you will need your college diploma, work contract, and TEFL Certificate. Consult with your school on any other documents you may need. The Department of labor will not issue work permits to teachers over the age of 60. You can read more about work permits for Morocco on the Department of Labor's [website](#).

Additional types of visas:

Tourist Visa – Very few teachers work long term on tourist visas in Morocco because many schools will help sponsor a teacher to receive a work permit. If a school will not help sponsor your work permit you should reconsider working for the school. However, many teachers do enter Morocco on a 90-day tourist visa and then have their work visa processed once they are in the country.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Those who plan to study in Morocco at a recognized language school, university, etc. may be eligible to legally work in Morocco while studying. Typically, a student visa must be processed before departing for Morocco. Contact a Moroccan Consulate for more information on recognized “study abroad” programs and what is required to obtain a student visa.

Other – It is always recommended to contact a Moroccan Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.



Documents Needed to Work in Morocco

Required documents:

- Valid passport (recommend to have at least 18 months validity left before expiration)
- International Resume and Cover Letter
- TEFL Certificate
- Diploma and other recent degrees or diplomas
- Criminal Background Check



Recommended documents:

- Sample lesson plan
- College transcripts
- Copy of your college diploma

Moroccan Embassies and Consulates

For more information on Morocco and applying for a visa to Morocco visit the following websites.

- **Embassy of Morocco – United States** - <http://www.embassyofmorocco.us/>
- **List of Consulates – Morocco** - <http://embassy.goabroad.com/embassies-of/morocco>

Steps on Finding a Job in Morocco

Read International TEFL Academy's guide [How to Find a Job in Morocco](#) for more information and the steps one should take to gain employment in Morocco.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

Currently International TEFL Academy of any recruiters that work with language schools throughout Morocco.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Morocco.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Morocco School Finder](#)

Expat Websites – A great way to find out what’s going on in Morocco and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Focus** – <http://www.expatsfocus.com/expatriate-morocco>
- **InterNations** - <http://www.internations.org/morocco-expats>

Country-Specific Websites – Additional resources for information about Morocco.

- **Morocco.com** - <http://www.morocco.com/>
- **Map** – An English language newspaper - <http://www.map.ma/en/>
- **Lonely Planet Morocco** - <http://www.lonelyplanet.com/morocco>



Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Morocco

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Morocco, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/morocco>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Morocco -

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Morocco with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Morocco - http://www.pettravel.com/immigration/morocco_EU.cfm.

Oman

Country Overview

With an extremely diverse ethnic population and over 12 languages regularly spoken by its citizens, Oman is located conveniently at the start of the Persian Gulf and is bordered by Saudi Arabia, UAE, and Yemen. Oman has a population of 3.8 million people, with almost half of that population being expatriates. Most people live in the capital, Muscat, or in the cities on the coast. Even though many different regional and foreign languages are spoken in Oman, the official language of the country is Arabic, and the most widely observed religion is Islam, with over three-quarters of the population practicing.

Omani culture is heavily influenced by not only its Imperial past, but also its neighbors. The country excels at maritime activities such as ship building and sea trade given its location on the water, and even though they are surrounded by the Gulf the climate is dry and hot.

There is a distinct and specific way of dress for males and females as well as for casual and formal occasions. Oman has a fair amount of traditional festivals that include different types of foods. Omani sweets are also particularly popular.



Before you travel to Oman

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Renowned for its stunning coastlines, sweeping desert vistas and traditional Arab culture, the Sultanate of Oman is considered to be one of the most attractive destinations on the Arabian Peninsula for English teachers. Qualified English teachers here can realistically expect to make \$1,500 - \$3,000 tax-free a month with benefits including airfare to and from the assignment, health insurance, and even furnished housing. Most teachers are hired in advance from their own country and have their visa processed prior to their departure for their teaching destination. Expect the interview and visa processes to take 1-3 months. As a conservative Middle Eastern nation, expatriates in Oman must exhibit sensitivity towards local customs, and prepare to adapt to life in a society governed by Islamic law and traditions.

English jobs in Oman are concentrated in Muscat, Salalah, Sur, Nizwa and other larger cities.



Teaching in Oman at a Glance

The following chart highlights the main requirements for English teachers in Oman, the best way to get a job in Oman, and what a typical job is like for English teachers in Oman.

Degree Requirements	BA/BS required, MA preferred
Contract Length	12 months
Peak Hiring Months	All year round; May-August
Low Hiring Months	Islamic Holidays
Interview Procedure	Phone, email, in-advance
Visa Info	Work visa in advance
Typical Students	Business professionals, children
Average Monthly Cost of Living	\$800 - \$1,550 USD
Average Monthly Salary	\$1,600 - \$3,100 USD
Estimated Start-Up Costs	\$1,000 - \$1,500 USD
Housing	Free housing or housing subsidy
Airfare	Yes

Obtaining a Visa for Oman

Employment Visa – An employment visa is issued to those who find employment in advance of moving to Oman. Your employer will assist you in obtaining all of the necessary documents needed to apply for the Employment Visa. The majority of English teachers will apply for and receive their employment in advance of moving to Oman. However, in some cases your employer may request you enter Oman on a tourist visa and apply for your Employment Visa while in Oman.

National ID Card – After arriving in Oman, all expatriates are required to apply for a National ID Card. The National ID Card is used for many services throughout Oman, so it is recommended to apply for it as early as possible upon your arrival.

Documents Needed – Please see the following for typical documents need to apply for the above visas. It is always recommend to check with your school and employer on any additional documents one needs in order to apply for the employment visa and National ID Card.

- Application
- Passport
- Medical Test (May also be required on arrival in Oman)
- Criminal Record Check
- Employment Contract
- Other documents as required

Additional types of visas:

Tourist Visa – It is extremely uncommon and not recommended to work in Oman on a tourist visa. However, some employers may request that you arrive to Oman on a tourist visa and convert it to an Employment Visa shortly after your arrival.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.

Other – It is always recommended to contact a United Arab Emirate Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

For more information on visas visit the Royal Oman Police website at http://www.rop.gov.om/english/dg_pr_visas_employment.asp.

Documents Needed to Work in Oman

Required documents:

- Valid passport (Should be valid for the length of employment contract and should have 2 blank pages side by side)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School
- Work/Employment Contract
- Medical Report/Certificate (Typical test includes HIV/Aids, Syphilis, Hepatitis A and B. A positive result of any of these may result in deportation or denial of employment in Oman.)
- Diploma and other recent degrees or diplomas
- Criminal Record Check (can take up to 3 months to process and receive results)

Oman Embassies and Consulates

For more information on Oman and applying for a visa to Oman visit the Embassy of Oman website.

- Embassy of Oman – United Kingdom - <http://www.omanembassy.org.uk/>
- Embassy of Oman – United States - <http://embassy.goabroad.com/embassies-of-oman-in-united-states>

Steps on Finding a Job in Oman

Read International TEFL Academy's guide [How to Find a Job in Oman](#) for more information and the steps one should take to gain employment in Oman.

ITA's Premier and Associated Schools in Oman

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also be sure to review the Associated Schools and Programs document for more.

- **Teaching Nomad** – Located in the USA, Teaching Nomad recruits for different schools in Oman. To work with Teaching Nomad, you must have a minimum BA, teaching license or MA in Education, clean criminal record check, TEFL certificate, native English speaker and be at least 21 years of age – 55 years of age. Teaching Nomad also recruits for many other countries in Asia and the Middle East so this is a good option if you would like to see different options!
 - **To Apply:**
 - **Fill out and Submit the following [application](#).**
- **Workaway Recruitment** – recruits for international schools in the Middle East, China, and Hong Kong. Teachers must have a degree in education, teaching license, and experience to qualify for these positions.
 - **To Apply:**
 - **Please apply directly on [Workaway's website](#)**

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- SeekTeachers - http://www.seekteachers.com/jobs.asp?country_id=15
- TeachAway - <https://www.teachaway.com/teach-in-oman>
- Footprints - <http://www.footprintsrecruiting.com/teach-english-oman>
- Teach to Travel - http://www.teachtotravel.co.uk/index.php?option=com_content&view=article&id=62&Itemid=997

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Oman.



ITA Alum Edward Young in Oman

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Oman School Finder Worldwide](#)

Expat Websites – A great way to find out what's going on in Oman and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expats Today** - <http://www.expats.today/oman-classifieds>
- **Expat Exchange** - <http://www.expatechange.com/oman/liveinoman.html>
- **Internations** - <http://www.internations.org/oman-expats>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Oman.

- **Oman Daily Observer** - <http://main.omanobserver.om/>
- **Times of Oman** - <http://www.timesofoman.com/>
- **Career Jet Oman** - <http://www.careerjet.com.om/teaching-jobs.html>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- Career Jet - <http://www.careerjet.com.om/jobs-education-training.html>
- Indeed - <http://om.indeed.com/Teaching-jobs>

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.

- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Oman

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Oman, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/oman>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.



Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Oman - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Oman with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Oman - <http://www.petrelocation.com/resources/international-regulations/oman>.

Qatar

Country Overview

Qatar is a small country near the western coast of the Persian Gulf and just north of Saudi Arabia. Qatar has a rich archaeological background dating back 50,000 years and was well-known for its participation in trading purple dye made from shellfish and pearls among other commodities with neighboring nations. Today Qatar is better known for its rapidly growing economy based on its large reserves of oil and natural gas. This newly turned wealthy state boasts the lowest tax rates in the world as well as a strong emphasis on public education and the Islamic faith.

Qatar is largely made up of a foreign based workforce that actually outnumbers Qatari natives and because of this many languages are spoken such as Tagalog, Hindi, Persian, as well as Arabic and English. This small country is divided into 10 separate municipalities and is ruled by an absolute monarchy headed by the Al Thani family. Perhaps what Qatar is best known for, especially in the Arab world, is its popular and controversial television network, *Al Jazeera* based in Qatar's capital Doha. Beyond Qatar's world renowned media station and oil exports, Qataris have a rich culture centered on poetry, art, and traditional percussion based music. Additionally, Qatar has a deep love of soccer and in 2022 Qatar will be the first Middle Eastern country to host the FIFA World Cup.



Combining an economy based on international trade and a large expatriate population, Qatar has a high demand for qualified English teachers. Many schools and other educational venues may be segregated by sex and teaching positions may be gender-specific. Housing is typically provided for English teachers who will often live in apartment buildings or housing communities with other expatriates.

Before you travel to Qatar

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Fueled by oil wealth and strong efforts to modernize the economy, Qatar has undergone a spectacular transformation in recent decades and has earned a reputation as a regional center of commerce and culture. Qualified English teachers here can realistically expect to make \$1,500 - \$3,000 tax-free a month with benefits including airfare to and from the assignment, health insurance, and even furnished housing.

Because Qatar is considerably smaller than Saudi Arabia and a coveted destination for foreigner teachers offering lucrative contracts, the job market is extremely competitive. Beginning TEFL teachers may find it difficult to be hired here, as most jobs will go to experienced native-English speaking teachers with advanced credentials.

Most teachers are hired in advance from their own country and have their visa processed prior to their departure for their teaching destination. To receive their visa, teachers should expect to pass a physical and an HIV test, and in many cases, academic transcripts and a criminal background check may also be necessary. Expect the process of interviewing and procuring a visa processes to take at least 1-3 months.

English teaching jobs in Qatar are concentrated in the capital city of Doha, as well as Al Wakrah, Ar Rayyan and other larger cities.

Teaching in Qatar at a Glance

The following chart highlights the main requirements for English teachers in Qatar, the best way to get a job in Qatar, and what a typical job is like for English teachers in Qatar.

Degree Requirements	BA/BS is required, MA preferred. Many schools require previous teaching experience, a state teaching certificate, and/or a Master's degree in education or a related field.
Contract Length	Typical contract will be 1 to 2 years.
Peak Hiring Months	Year round; many schools and universities begin in August and September so spring is an excellent time to look for jobs.
Expected Down Times	Islamic Holidays
Interview Procedure	Advance interviews over the phone/email; expect to take between 1 - 3 months prior to departure
Visa Info	Visa required; expect to take 1 - 3 months prior to departure
Typical Students	Business professionals, adult language learners, children in public schools & private language schools

Average Monthly Cost of Living	\$800 - \$2,000 USD
Average Monthly Salary	\$1,600 - \$4,000 USD
Estimated Start Up Costs	\$1,500 - \$2,500 USD
Housing	Yes; free housing or housing subsidy
Airfare	Yes

Obtaining a Visa for Qatar

Employment Visa and Residence Permit - Teachers who plan to work in Qatar will find their job in advance of being in the country. It is not recommended to try and find a job “on the ground.” Teachers will receive what is called a *Work Residence Permit* in order to legally work and live in Qatar.

In order to obtain a Work Residence Permit you will typically enter Qatar on an Entry Visa. The Work Residence Permit will be applied for once you are in Qatar and can take up to 6 weeks to receive. Documents needed may include a letter from your employer, a current passport, health record/medical check (completed in Qatar), police clearance report, and other documents. You should consult with your school and local Qatari consulate on any other documents or visa fees you may need. Workers are not allowed to leave the country during the application process of the Work Residence Permit. The English teacher’s school will assist in the entire process of obtaining the correct visa and documents needed to work legally in Qatar.

Additional types of visas:

Tourist Visa – It is extremely uncommon and not recommended to work in Qatar on a tourist visa.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Student Visas do not grant an individual the right to work in Qatar.

Other – It is always recommended to contact a Qatari Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Qatar

Required documents:

- Valid passport (Should be valid for the length of employment contract and should have 2 blank pages side by side)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School
- Work/Employment Contract
- Medical Report (Medical Reports will be completed after arrival in Qatar. The medical check will test for HIV/AIDS, Hepatitis A and B, and other communicable diseases.)
- Diploma and other recent degrees or diplomas
- Criminal Record Check (can take up to 3 months to process and receive results)

- Other documents as requested by your school and/or the Qatari Consulate

Steps on Finding a Job in Qatar

Read International TEFL Academy's guide [How to Find a Job in Qatar](#) for more information and the steps one should take to gain employment in Qatar.

ITA's Premier and Associated Schools in Qatar

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also be sure to review the Associated Schools and Programs document for more.

- **Teaching Nomad** – Located in the USA, Teaching Nomad recruits for different schools in Qatar. To work with Teaching Nomad, you must have a minimum BA, teaching license or MA in Education, clean criminal record check, TEFL certificate, and be a native English speaker. Teaching Nomad also recruits for many other countries in Asia and the Middle East so this is a good option if you would like to see different options!
 - **To Apply:**
 - **Fill out and Submit the following [application](#).**
- **Workaway Recruitment** – recruits for international schools in the Middle East, China, and Hong Kong. Teachers must have a degree in education, teaching license, and experience to qualify for these positions.
 - **To Apply:**
 - **Please apply directly on [Workaway's website](#)**

Qatari Embassies and Consulates

For more information on Qatar and applying for a visa to Qatar visit the Embassy of Qatar website.

- **Embassy of Qatar – Canada** – <http://www.embassypages.com/missions/embassy22673/>
- **Embassy of Qatar – United States** – <http://qatar.usembassy.gov>
- **List of Consulates Worldwide – Qatar** – <http://embassy.goabroad.com/embassies-in/qatar>

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- SeekTeachers - http://www.seekteachers.com/jobs.asp?country_id=17
- TeachAway - <https://www.teachaway.com/teach-in-qatar>
- Footprints - <http://www.footprintsrecruiting.com/teaching-jobs-abroad/country/qatar>

Additional Resources for your Job Search

Language Schools – Refer to International TEFL Academy's Qatar School Finder for an updated list of language schools located in Qatar - [International TEFL Academy's Qatar Language School Finder](#).

Expat Websites – A great way to find out what's going on in Qatar and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Expat Focus** - <http://www.expatfocus.com/expatriate-qatar>
- **Dave's ESL Café** - <http://www.eslcafe.com/joblist/>
- **TESL Jobs** - <http://tesljobs.com/>
- **Qatar Tribune** - <http://www.qatar-tribune.com/>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Qatar.

- **Career Jet** - <http://www.careerjet.com.qa/jobs-education-training.html>
- **ESL Employment** - <http://www.eslemployment.com/>
- **Expat Blog** - <http://www.expat-blog.com/forum/viewtopic.php?id=5293>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Qatar.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- **Career Jet** - <http://www.careerjet.com.qa/jobs-education-training.html>



Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Qatar

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Qatar, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/qatar>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas. Teachers traveling to Qatar are expected to pass a physical exam and an HIV test.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Qatar - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>.

Moving to Qatar with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Qatar - <http://www.pettravel.com/immigration/qatar.cfm>.

Saudi Arabia

Country Overview

Saudi Arabia is the second-largest state in the Arab world with 20 million Saudi citizens and 5 million foreigners living in the country. Saudi Arabia is also the largest oil exporter in the world, with its economy mainly backed by its oil industry. There are not many bodies of water, but deserts take up a lot of land within the country. Saudi Arabia has a dry, hot desert climate with a temperature drop in the evenings.

Arabic is the main language, and there are regional Arabic dialects that are spoken as well. The majority of the population is Muslim. The culture of Saudi Arabia is very traditional, and is influenced in part by Islam. There are some restrictions on clothing and alcohol is prohibited. Saudi Arabia is host to many historical and famous religious sites, the most notable of which being Mecca. Education within the country is free, and football (soccer) is Saudi Arabia's most popular sport.

To learn more about cultural differences and Saudi Arabia please visit:

<http://www.bbc.co.uk/news/world-middle-east-14702705>



Before you travel to Saudi Arabia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Qualified English teachers in Saudi Arabia can realistically expect to make \$1,500 - \$3,000 tax-free a month with benefits including airfare to and from the assignment, health insurance, and even furnished housing. Saudi Arabia offers the largest number of teaching positions in the region, with a large number of job opportunities available to highly qualified (and typically) native-speaking English teachers.

Because of the number of vacancies, and the challenges of attracting young westerners in their 20s and 30s to such a restrictive environment, schools are more likely to accept teachers with less substantial qualifications than in neighboring countries like the UAE and Qatar. Salaries and benefits can be excellent, but teachers must be prepared to live in society governed by very conservative Islamic law and customs, which bans the use of alcohol and movie theaters, and dictates that most public institutions, including schools, are segregated by sex.

Most teachers are hired in advance from their own country and have their visa processed prior to their departure for their teaching destination. To receive their visa, teachers should expect to pass a physical and an HIV test, and in many cases, academic transcripts and a criminal background check may also be necessary. Expect the interview and visa processes to take 1-3 months. English teaching jobs are concentrated in the cities of Riyadh, Jeddah, Mecca, Medina, Dammam and other larger cities. It is recommended that any teacher considering working in Saudi Arabia read the US Department of State's [guide](#) to teaching English in Saudi Arabia. This guide discusses English teaching positions, visas, contracts, and more.

“The food is one of the real bright spots. Supermarkets are well-stocked with familiar Western food, if not all the brands you know. Of course, there’s no peanut butter...except in the compound convenience store, but it’s quite expensive. The subcontinental restaurants are dirt cheap and amazing; the large Indian and Pakistani communities here support a thriving immigrant culture to which my mostly British colleagues have introduced me.”

ITA Alum Tristan B. Chicago TEFL Class November 2013

Teaching in Saudi Arabia at a Glance

The following chart highlights the main requirements for English teachers in Saudi Arabia, the best way to get a job in Saudi Arabia, and what a typical job is like for English teachers in Saudi Arabia.

Degree Requirements	BA/BS required, MA preferred
Contract Length	1 year renewable
Peak Hiring Months	All year round, May-August preferred
Low Hiring Months	Islamic Holidays
Interview Procedure	Phone, Skype in advance
Visa Info	Work visa in advance
Typical Students	Business Professionals, Children
Average Monthly Cost of Living	\$700 - \$1,000 USD
Average Monthly Salary	\$1,500 - \$3,000 USD
Estimated Start-Up Costs	\$1,000 - \$1,500 USD
Housing	Free Housing or Housing Subsidy
Airfare	Yes

Obtaining a Visa for Saudi Arabia

Employment Visa and Iqama (Residence Permit) - Teachers who plan to work in Saudi Arabia will find their job in advance of being in the country. It is not possible, nor is it recommended, to try and find a job “on the ground.”

Employment visas can only be issued in advance of being in Saudi Arabia and must be obtained in the teacher’s country of citizenship. In order to obtain an Employment Visa you will need a letter from your employer, a current passport, health record/medical check, police clearance report, and other documents. You should consult with your school and local Saudi Arabian consulate on any other documents or visa fees you may need. A complete list of documents needed can be found [here](#).

An Iqama, residence permit, is issued to teachers once they arrive in Saudi Arabia on their Employment Visa. The Iqama is valid for a period of 1 – 2 years. The teacher’s school will assist the teacher in obtaining the Iqama.

Additional types of visas:

Tourist Visa – It is extremely uncommon and not recommended to work in Saudi Arabia on a tourist visa.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on [working holiday visas](#) to see if you qualify.

Student Visa – Student Visas do not grant an individual the right to work in Saudi Arabia (http://www.saudiembassy.net/services/student_visa.aspx).

Other – It is always recommended to contact a Saudi Arabian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Saudi Arabia

Required documents:

- Valid passport (Should be valid for the length of employment contract and should have 2 blank pages side by side)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School
- Work/Employment Contract
- [Medical Report](#) (Medical Reports cannot be more than 3 months old. Check [this](#) website for more details on obtaining the medical report and its requirements)
- Diploma and other recent degrees or diplomas (must be notarized by Saudi Arabian consulate in the United States)
- Criminal Record Check (can take up to 3 months to process and receive results)
- Check [this](#) link for a complete list of documents.



Riyadh, Saudi Arabia

Saudi Arabia Embassies and Consulates

For more information on Saudi Arabia and applying for a visa to Saudi Arabia visit the Embassy of Saudi Arabia website.

- Embassy of Saudi Arabia – United Kingdom - <http://saudiarabia.embassyhomepage.com/sitemap.htm>
- Embassy of Saudi Arabia – United States - <http://saudiembassy.net/>

Steps on Finding a Job in Saudi Arabia

Read International TEFL Academy's guide [How to Find a Job in Saudi Arabia](#) for more information and the steps one should take to gain employment in Saudi Arabia.

ITA's Premier and Associated Schools in Saudi Arabia

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also be sure to review the Associated Schools and Programs document for more.

- **Teaching Nomad** – Located in the USA, Teaching Nomad recruits for different schools in Saudi Arabia. To work with Teaching Nomad, you must have a minimum BA, teaching license or MA in Education, clean criminal record check, TEFL certificate, and be a native English speaker. Teaching Nomad also recruits for many other countries in Asia and the Middle East so this is a good option if you would like to see different options!
 - **To Apply:**
 - Fill out and Submit the following [application](#).

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

If you are interested in learning more about what it's like to work with a recruiter, check out our [Working with a Recruiter](#) document that covers why you should work with a recruiter, the process, and more!

- Teaching Nomad - <https://www.teachingnomad.com/teach-abroad/teach-in-saudi-arabia>
- Education Experts – www.edu-experts.com
- SeekTeachers - http://www.seekteachers.com/jobs.asp?country_id=18
- TeachAway - <http://www.teachaway.com/teaching-english-saudi-arabia>
- Skyline Tech Solutions - <http://www.skylinetechsolutions.com/findjobs.php>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Saudi Arabia.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Saudi Arabia School Finder](#)

Expat Websites – A great way to find out what’s going on in Saudi Arabia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Internations Saudi Arabia** - <http://www.internations.org/saudi-arabia-expats>
- **Expat Arrivals** - <http://www.expatarivals.com/saudi-arabia/moving-to-saudi-arabia>
- **Expat Exchange** - <http://www.expatechange.com/saudi-arabia/liveinsaudi-arabia.html>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Saudi Arabia.

- **Saudi Gazette** - <http://www.saudigazette.com.sa/>
- **Arab News** - <http://www.arabnews.com/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Saudi Arabia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Saudi Arabia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/saudi-arabia>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in Saudi Arabia - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Saudi Arabia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Saudi Arabia - <http://www.pettravel.com/immigration/SaudiArabia.cfm>.



Arabian Desert

Tunisia

Country Overview

Tunisia is located at the northernmost point of Africa; its location on the Mediterranean Sea as well as its close location to Europe has allowed it to develop good relations with various European countries. Tunisia's geography is extremely varied due to its position in North Africa, with various parts of the country receiving heavy rains, snow and/or high heat at the same time. The capital city of Tunis, from which Tunisia derived its name, is the most populous urban area in the country. The north has a temperate climate whereas the south is made up of mostly deserts. Tunisia also contains the Dorsal, which is a part of the Atlas Mountain range.

The Tunisian people contain a mix of Turkish, Berber and Arab ethnic backgrounds. Tunisian culture over the years has been widely influenced by the amounts of Europeans and Arabs living in the country for certain periods of time. The main religion that is practiced by the majority is Muslim and even though the official language is Arabic, French plays a large role in everyday society as well as in education. Football (soccer) is the most popular sport in Tunisia, and handball is also particularly popular.



Before you travel to Tunisia

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Because Tunisia is a small country with no oil wealth to speak of, the job market is not huge, however there are plenty of opportunities for English teachers. English teachers who wish to teach in Tunisia can sometimes find a job in advance at larger language school chains such as [AmidEast](#) or even at International Schools. However, many jobs will also be found on the ground once in Tunisia. English teachers in Tunisia are typically responsible for their own airfare, as well as housing, unless working for an International School where many benefits are included. Wages tend to be modest, but because living costs are low they typically enable English teachers to live a comfortable life. Most teachers live in apartments with other English teachers and expats. Some schools will offer full-time positions of 20-25 hours per week of work, but many will hire on

a part-time or temporary basis to start. Many teachers also take on private students to boost their income. Some experienced teachers with advanced credentials, including a TEFL/TESOL certification may be able to interview in advance and may receive benefits like health insurance and a housing allowance. The market for these types of jobs can be quite competitive. Jobs are concentrated in Tunis and other major cities.

Obtaining a Visa for Tunisia

Work Permit and Residence Permit (Carte de Sejour): English teachers in Tunisia who work for larger language school chains, universities, or international schools, should receive an employment visa and residence permit (better known as the Carte de Sejour) with the assistance of their school. Both can be applied for once in Tunisia and are fairly straight forward processes.

Documents needed for the Carte de Sejour and work permit can include: passport, rental contract, employment contract, and other documents. Check the [CEMAT](#) website for a complete list of documents needed for the Carte de Sejour. Keep in mind that your employer will assist you with the entire process once in Tunisia. The Carte de Sejour and Work Permit are valid for one year, however, they can be renewed on a yearly basis.

Additional types of visas:

Tourist Visa – Some English teachers in Tunisia will work on their tourist visa, however, it is not recommended. Citizens of the United States and other countries do not need to apply for a tourist visa before arrival to Tunisia. If working on a tourist visa in Tunisia, you will need to leave the country every 3 – 4 months. Upon return to Tunisia your tourist visa will be valid for another 90 – 120 days. Check the Tunisian Embassy website in your home country for more information on entering Tunisia on a tourist visa. Typically, when entering Tunisia on a tourist visa, one will need to show proof of a round-trip plane ticket or proof of onward travel within the time frame allotted with a tourist visa (typically 90 days.)

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy's Chart on [working holiday visas](#) to see if you qualify.



Atlas Mountains, Tunisia

Other – It is always recommended to contact a Tunisian Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in Tunisia

Required documents:

- Valid passport (Should be valid for the length of employment contract and should have 2 blank pages side by side)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School (if applying for a work permit)
- Work/Employment Contract (if applying for a residence permit)

- Diploma and other recent degrees or diplomas

"I worked anywhere between 25 – 30 + hours a week. The pay was more than enough to live comfortably and travel domestically. International travel required a bit of budgeting on my end. I think it's possible to save a few thousand dollars, especially if you find private tutoring gigs." Adam Lucente – ITA Alum

Tunisia Embassies and Consulates

For more information on Tunisia and applying for a visa to Tunisia visit the Embassy of Tunisia website.

- Embassy of Tunisia – United Kingdom - <http://uaeembassyuk.net/>
- Embassy of Tunisia – United States - <http://tunisia.embassyhomepage.com/>

Steps on Finding a Job in Tunisia

Read International TEFL Academy's guide [How to Find a Job in Tunisia](#) for more information and the steps one should take to gain employment in Tunisia.

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- SeekTeachers - http://www.seekteachers.com/jobs.asp?country_id=72
- TeachAway - <https://www.teachaway.com/teach-in-tunisia>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in Tunisia.

Additional Resources for Your Job Search

Expat Websites – A great way to find out what's going on in Tunisia and to network with other expats is by checking out different expat websites. A few are highlighted below.

- Allo Expat - <http://www.tunisia.alloexpat.com/>
- Internations Tunisia - <http://www.internations.org/tunisia-expats>
- Expat Arrivals - <http://www.expatarivals.com/tunisia/moving-to-tunisia>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in Tunisia.

- Tunis Times - <http://www.thetunistimes.com/>
- Tunisia Live - <http://www.tunisia-live.net/>
- Tunisian News Gazette - <http://tunisianewsgazette.com/>



Mediterranean Coast of Tunisia

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to

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One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
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- Send notices to local public schools, announcing your willingness to work with local students on their English.
- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made before you leave your home country that have your name, email address, and phone number on them (if applicable.)

Other Jobs in Tunisia

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy’s Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for Tunisia, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/tunisia>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA’s Alumni Blog Index to see if any ITA alumni are keeping a blog in Tunisia -

<http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to Tunisia with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet.

Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to Tunisia: <http://www.iatatravelcentre.com/TN-Tunisia-customs-currency-airport-tax-regulations-details.htm>.

United Arab Emirates (UAE), including Dubai & Abu Dhabi

Country Overview

Containing two of the world's largest oil and gas reserves and one of the higher income economies, the United Arab Emirates has become a global area for natural resources as well as international relations and economics. The UAE as a whole is divided into seven emirates, with Dubai being the most populous as well as the most popular, followed by Abu Dhabi. The population of the UAE is around 9.2 million, with over three-fourths of the UAE residents being expatriates.

The UAE is extremely diverse, with persons from all over the world coming to live and work in one of UAE's large urban areas. Arabic is the official language, but English knowledge is generally required for many jobs and positions. The official religion of the UAE is Islam but many other religions are also practiced. Arabian and Persian cultures were early influences of evolving Emirati culture, and many of those influences can still be seen today.



Meat, fish and rice are staple foods for Emirati cuisine. Pork is not illegal as it is in other Arab countries, and is occasionally served in some restaurants. UAE music, literature and film reflects both traditional folk styles as well as more modern styles. The UAE celebrates a variety of annual holidays, both religious and cultural, and rules regarding attire differ depending on the emirate. The UAE is also a large hub for news and media outlets. Football (soccer) and cricket are two of the most popular sports in the UAE.

Before you travel to the UAE

Before you travel abroad it is extremely important to be informed of travel requirements, necessary documentation, travel alerts and advice for your destination country. International TEFL Academy highly recommends thoroughly researching your destination country by reviewing your state department's website. We have listed the websites for the US and Canada below. Therefore, if you are a citizen of another country, please be sure to research your respective state department's information and advice.

- [United States](#)
- [Canada](#)

If offered by your country, International TEFL Academy also recommends enrolling with your state department in order to receive travel alerts for your country and information on who to contact in case of an emergency.

- [United States Smart Traveler Enrollment Program \(STEP\)](#)
- [Canada](#)

Job Overview

Qualified English teachers in the United Arab Emirates can realistically expect to make \$1,500 - \$3,000 (or more) tax-free a month with benefits including airfare to and from the assignment, health insurance, and even furnished housing. Dubai and

Abu Dhabi receive a high number of English teaching inquiries due to the fact that Dubai in particular is known for its fantastic assortment of shopping, dining and other attractions (the 160 story Khalifa Tower and a number of indoor ski slopes, for example) and its cosmopolitan reputation as a center of trade, finance and tourism. Because the UAE is considerably smaller than Saudi Arabia and a coveted destination for foreign teachers, the job market is extremely competitive. Beginning TEFL teachers may find it difficult to be hired here, as most jobs will go to experienced teachers with advanced credentials.

Many schools and universities begin in August-September, so spring and summer tend to be excellent times to look for jobs, but job vacancies do open throughout the year.

Most teachers are interviewed and hired in advance from their own country and have their visa processed prior to their departure for their teaching destination. To receive their visa, teachers should expect to pass a physical and an HIV test, and in many cases, academic transcripts and a criminal background check may also be necessary. Expect the processes of interviewing and procuring a visa to take at least 1-3 months.

English teaching jobs for teaching English in the U.A.E. are concentrated in the cities of Abu Dhabi, Dubai, Al Ain and other large cities.

Teaching in the UAE at a Glance

The following chart highlights the main requirements for English teachers in the UAE, the best way to get a job in the UAE, and what a typical job is like for English teachers in the UAE.

Degree Requirements	BA/BS required, MA preferred
Contract Length	1 year renewable
Peak Hiring Months	All year round
Low Hiring Months	Islamic Holidays
Interview Procedure	Phone, Skype in advance
Visa Info	Work visa in advance
Typical Students	Business professionals, children
Average Monthly Cost of Living	\$1,000 - \$1,500 USD
Average Monthly Salary	\$1,800 - \$3,000 USD
Estimated Start-Up Costs	\$1,500 - \$2,500 USD
Housing	Free housing or housing subsidy
Airfare	Yes

Obtaining a Visa for the UAE

Employment Visa – An employment visa is issued to those who find employment in advance of moving to the UAE. It acts as an entry visa for the teacher while the process of obtaining the work and residence visas occurs and is typically valid for 30

days. Once a teacher arrives to the UAE, his or her school will begin the process of applying for the work permit and residence visa (see below.)

Work Permit – A work permit is needed to legally work in the UAE. A teacher’s school will assist in the process of obtaining the Work Permit once the teacher arrives in the UAE. This is typically valid for one to two years.

Residence Visa – The residence visa is required to legally live in the UAE and is sponsored by the teacher’s school. The residence visa is also needed in order to open a bank account, obtain a driver’s license, etc. and is valid for up to 2 years.

Documents Needed – Please see the following for typical documents need to apply for the above visas. It is always recommend to check with your school on any additional documents one needs in order to apply for the employment visa, work permit and residence visa.

- Application
- Passport
- Medical Test
- Employment Contract
- Other documents as required

Additional types of visas:

Tourist Visa – It is extremely uncommon and not recommended to work in the UAE on a tourist visa.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more. Take a look at International TEFL Academy’s Chart on [working holiday visas](#) to see if you qualify.

Other – It is always recommended to contact a United Arab Emirate Consulate or Embassy to find out how to obtain a visa and what type of visa one needs to travel overseas, especially for those who are not from a native English speaking country.

Documents Needed to Work in the UAE

Required documents:

- Valid passport (Should be valid for the length of employment contract and should have 2 blank pages side by side)
- International Resume and Cover Letter
- TEFL Certificate
- Sponsorship Letter from School
- Work/Employment Contract
- Medical Report (Obtained in the UAE. Typical test includes HIV/Aids, Syphilis, Hepatitis A and B. A positive result of any of these may result in deportation.)
- Diploma and other recent degrees or diplomas
- Criminal Record Check (can take up to 3 months to process and receive results)



ITA Alum Lieke Palies and her mom at Sheikh Zayed Grand Mosque in Abu Dhabi

UAE Embassies and Consulates

For more information on the UAE and applying for a visa to the UAE visit the Embassy of UAE website.

- Embassy of UAE – United Kingdom - <http://uaeembassyuk.net/>
- Embassy of UAE – United States - <http://www.uae-embassy.org/>

Steps on Finding a Job in the UAE

Read International TEFL Academy's guide [How to Find a Job in the UAE](#) for more information and the steps one should take to gain employment in the United Arab Emirates.

ITA's Premier and Associated Schools in the UAE

These are reputable schools that ITA has vetted and has a close partnership with. This is the best place to start your job search! Also be sure to review the Associated Schools and Programs document for more.

- **Teaching Nomad** – Located in the USA, Teaching Nomad recruits for different schools in the UAE. To work with Teaching Nomad, you must have a minimum BA, teaching license or MA in Education, clean criminal record check, TEFL certificate, and be a native English speaker. Teaching Nomad also recruits for many other countries in Asia and the Middle East so this is a good option if you would like to see different options!
 - **To Apply:**
 - **Fill out and Submit the following [application](#).**
- **Workaway Recruitment** – recruits for international schools in the Middle East, China, and Hong Kong. Teachers must have a degree in education, teaching license, and experience to qualify for these positions.
 - **To Apply:**
 - **Please apply directly on [Workaway's website](#)**

Recruiters

Recruiters are companies that assist job seekers (English teachers in this case) in finding English teaching jobs abroad. Essentially, they act as the middle man between the English teacher and the school, but don't typically hire the English teacher.

- Teaching Nomad - <https://www.teachingnomad.com/teach-abroad/teach-in-uae>
- SeekTeachers - http://www.seekteachers.com/jobs.asp?country_id=5
- TeachAway
 - Abu Dhabi - <https://www.teachaway.com/teaching-public-schools-abu-dhabi>
 - Dubai - <https://www.teachaway.com/teach-in-dubai-uae>
- Footprints
 - Abu Dhabi - <http://www.footprintsrecruiting.com/teaching-jobs-abroad/city/abu-dhabi>
 - Dubai - <http://www.footprintsrecruiting.com/teaching-jobs-abroad/city/dubai>

Government-Run Programs

Please check [International TEFL Academy's Government and Public School Program Finder](#) for programs located in the UAE.

Additional Resources for Your Job Search

Language Schools – Use the resources below as a way to search language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy’s UAE School Finder Worldwide](#)

Expat Websites – A great way to find out what’s going on in the UAE and to network with other expats is by checking out different expat websites. A few are highlighted below.

- **Internations UAE** - <http://www.internations.org/uae-expats>
- **Expat Focus** - <http://www.expatfocus.com/expatriate-uae>
- **Expat Info Desk** - <http://www.expatinfodesk.com/expat-guide/deciding-on-the-right-country/top-expatriate-destinations/united-arab-emirates/>
- **Expat Intelligence** - <http://www.expatintelligence.com/uae-jobs.shtml>

Country-Specific Websites – Additional resources to find jobs and information to find jobs in the UAE.

- **Khaleej Times** - <http://www.khaleejtimes.com/index00.asp>
- **The National** - <http://www.thenational.ae/>
- **Emirates Ads** - <http://www.emirates-ads.ae/>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

For a list of job boards, please refer to the back of this Job Search Guidance Manual in the **Resources for Your Job Search** section.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA’s Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.
- Learn 4 Good - http://www.learn4good.com/jobs/language/english/list/teaching/united_arab_emirates_uae/

Private Tutoring

One of the best ways to earn extra cash while teaching English is to tutor ESL/EFL students privately. Getting clients for private lessons is a marketing exercise, and all the avenues that seem appropriate to your circumstances have to be explored. Here are some ways you can market yourself:

- Post notices in schools and universities, coffee shops, supermarkets or corner shops.
- Run an advertisement in the local paper.
- Send notices to local public schools, announcing your willingness to work with local students on their English.



Dubai, UAE

- Compile a list of addresses of professionals (lawyers, architects, etc.) who may need English for their work and have the resources to pay for it. Then contact them.
- Call on export businesses, distribution companies, perhaps even travel agencies.
- Get ESL business cards made that have your name, email address, and phone number on them (if applicable.)

Other Jobs in the UAE

For possible volunteer, internship or summer camp opportunities please refer to the back of the Job Search Guidance Manual in the **Volunteer Positions, Internships & Religious Oriented Teaching Opportunities** or the **Summer Camp Opportunities** section.

You can also view [International TEFL Academy's Summer Camp and Short-Term Program Finder](#).

Vaccinations

For a list of any vaccinations you may need for the UAE, check the Center for Disease Control website at <http://wwwnc.cdc.gov/travel/destinations/traveler/none/united-arab-emirates>. It is also recommended to check any necessary vaccinations you may need for countries you plan on traveling to while overseas.

Alumni Blogs

Check out ITA's Alumni Blog Index to see if any ITA alumni are keeping a blog in the UAE - <http://www.internationalteflacademy.com/alumni-stories/bid/110408/Alumni-Blogs-from-graduates-of-International-TEFL-Academy>

Moving to the UAE with your Pet

With more and more people going abroad to teach English, bringing a pet is becoming more common. In some cases, you can take your pet with you overseas. However, there are several things to consider when weighing whether or not to move overseas with your pet. Different countries have different requirements when admitting a pet. Check the following website for more information on bringing your pet to the UAE:

http://www.britvet.com/oldsite/images/pdf/Transport/Import%20to%20UAE%20Info_s.pdf.

Teaching English Online

From world-class universities to Fortune 500 companies, computer and internet-based training have become an integral part of nearly all fields of education, including language instruction and Teaching English as a Foreign Language (TEFL).

Teaching English online can be appealing to homebodies and world travelers alike. All you need is a stable internet connection, a computer/laptop with a webcam and microphone, and perhaps some props or teaching materials and you are good to go! (Please note, some companies require other [supplies](#), such as a headset or whiteboards) Communication links like MSN Messenger, Skype, Facebook Video, or Internet VoIP services that offer audio/video conferencing will allow you to easily converse and share visuals. Other companies will have their own platform for you to use.



Whether you want to get some experience before heading abroad or want to spend a year traveling the world and need the means to do that, online teaching is a great way to use your TEFL certification and help students around the globe.

Job Overview

Online English teaching jobs offer opportunities to work for companies based in Latin America, Europe, Asia, and the Middle East. Most positions are geared towards working with children, but positions teaching adults can be found as well. Some companies have no minimum contract length while others go up to eight months, and some require you to work a certain number of hours or whenever you can – it completely depends on the organization you are working for. The same can be said for degree requirements, some online schools hire those with a bachelor's or higher, and others hire those with high school diplomas. There is something out there for everyone when it comes to teaching English online!

Some advantages and benefits of teaching English as a foreign language online include:

- Use your TEFL certification to make a positive impact on people's lives and to make some money at the same time
- Teach English online from anywhere in the world, whether you are inside your home country or abroad
- Gain teaching experience for your resume before or after you teach English abroad
- Hone your teaching skills
- Work part-time to supplement your income

China-Based Schools

For a long time, China-based online schools were the frontrunners in the teaching English online market. However, in 2021, the Chinese government enacted new regulations that affected this market. These regulations relate to teaching children, which is the bulk of the Chinese market, and restrict when online lessons can take place, how long they can be, and how these companies make a profit.

While the situation in China is fluid, we do know that companies whose main students are based in China have been impacted by these regulations. Some of them have paused hiring while the changes take place, while others have continued to hire, and a few have had to close their doors permanently.

These new Chinese government regulations will certainly have an impact on the teaching online industry, but there are still plenty of online schools and opportunities out there that you can apply to that have not been impacted by this change!

Teaching Online at a Glance

The following chart highlights the main requirements for English teachers online. Please note that things are always changing and companies have different requirements, pay scales, etc. so this is a general overview.

Degree Requirements	High school diploma, AA, or BA/BS and above
Contract Length	Freelance or 6-8 months
Peak Hiring Months	All year
Low Hiring Months	Country-specific holidays depending on where the company is located
Visa Info	Visas are typically not provided for online teaching
Typical Students	Children and adults/business professionals
Average Hourly Rate*	\$5 - \$15 USD*
Citizenship Requirements	Options for both native and non-native English speakers
Tech Requirements	Computer/laptop, webcam, microphone, stable internet (please see company websites for certain requirements/specifications)

*The average rate can be higher if you work for a tutoring website where you set your own rate.

Possible Documents Needed to Teach English Online

Required documents:

- [International Resume](#) and [Cover Letter](#)
- TEFL Certificate
- Diploma and other recent degrees or diplomas
- [Demo Video](#) (required by some tutoring companies)



ITA Alumna Abigail Jacobs
teaching online

ITA's Online Premier and Associated Schools

Allschool

Allschool, founded in Singapore, is an innovative online platform that brings highly interactive live small-group classes to children worldwide. It hosts thousands of devoted and talented teachers from different countries and brings a variety of premium live classes to learners at their fingertips, ranging from mathematics, languages, visual arts to game design. At Allschool, they empower learners to explore and pursue interests and advance their academic performances through inspiring and engaging learning experiences. Allschool is looking for teachers to teach their PASSIONS in English – from art to language arts, to plants to dinosaurs and everything in between. Join Allschool to boost children's lifelong growth.

To work for Allschool: Experience teaching children (minimum 1 year), teach with idiomatic English, desire to engage and inspire young learners. **No degree required!**

[Sign up here](#) to apply to Allschool.

Need help with the demo video? [Here are some tips to help you succeed!](#)

Beyond English

Beyond English – Based in Santiago, Chile, Beyond English is an online company seeking to hire teachers based in the US or Chile to teach children ages 4-14 and adults. Most students are from Chile but Beyond English is expanding to offering online ESL learning to all over Latin America. Teachers must commit to a 6-month contract and at least 10 hours a week, have intermediate level of Spanish, a TEFL certificate, Bachelor's degree, and no criminal record.

To apply fill out the [ITA Application](#). Note that a video introduction is required (information provided on the application).

Preply

If you are looking to work with students aged 4-100 for countries all around the world, Preply is a great option. This is one-on-one tutoring with students from 170 countries world-wide. Whether you want to teach English or are a native speaker of another language, there are options out there for you. You get to set your own price, clients find you, and you get to interact with students from locations you've never dreamed of! You can work remotely when you want and wherever you want!

To work for Preply you must:

- Be a native or near native speaker of the language you will be teaching
- Be a dedicated tutor
- Have the ability to motivate your students
- Have great communication skills

Life is Good Idiomas

Based in Carqueadas, RS, Brazil, Life is Good Language School believes that learning happens through positive memories. Therefore, their classes are planned for each group/student, making English meaningful to them. Teachers follow the grammatical contents and suggestions from textbooks, and also customize the activities to meet the needs of each group, taking into account the interest and level of each student. They are a small ESL online school that focuses on quality for teachers and students – remember that payment is based on location of school (Brazil), so typical wages are R\$ 50 reais per hour.

To work for Life is Good Idioms you must meet the following criteria:

- Must hold at minimum a bachelor's degree
- Must have your TEFL certificate
- Must be a native English speaker (have a neutral accent)
- Clean criminal record (no violent or sexual crimes)
- Teaching experience highly preferred

Please apply by email resume, cover letter, and photo to paula@lifeisgoodidiomas.com

Additional Resources for your Job Search

Language Schools – Use the resources below to find online language schools that you can apply to work for by directly contacting and applying to the schools.

- [International TEFL Academy's Online School Finder](#)
- [EF Education First](#) - EF Online teachers conduct conversation-based group and private lessons to adult learners. They can choose their own schedule and teach from virtually anywhere in the world. Teachers access innovative teaching materials that incorporate cutting-edge technology in the online classroom and develop teaching skills through initial and ongoing training designed specifically for the online environment.
- [SkimaTalk](#) - SkimaTalk is a fast-growing language education provider in the online tutoring arena, servicing students in over 50 countries across the globe. With SkimaTalk you can set your own rates and schedule and get paid for your practice teaching requirement (practicum).

Articles about Online Teaching – A great way to find out read and find out more information on online teaching.

- **Can I Teach English as a Foreign Language?** - <https://www.internationalteflacademy.com/faq/bid/116232/can-i-teach-english-as-a-foreign-language-tefl-online>
- **Teach English Online: Your Guide on How to Make Money & Travel the World** - <https://www.internationalteflacademy.com/blog/teach-english-online-your-guide-on-how-to-make-money-and-travel-the-world>
- **Pros & Cons of Teaching English Online By ITA Alum Kiran Bhat** - <https://www.internationalteflacademy.com/alumni-stories/pros-and-cons-of-teaching-esl-on-online-tefl>
- **Teach English Online Employer Index (Comprehensive Resource Guide)** - <https://www.internationalteflacademy.com/teach-english-online-employer-index>

Diversity & Inclusion Climate – Bias exists the world over, and unfortunately the TEFL industry is no exception. Throughout the application process and while on the job, you may run into people with limited opinions about who can embody an English teacher. Not fitting into these preconceived notions means that you may experience discrimination based on gender, race, age, sexual orientation, disability, physical appearance, religion, etc. Here at International TEFL Academy we continue to look for ways to help break down these barriers. Please feel free to contact your Student Affairs Advisor with your questions and concerns; and start [connecting with communities](#) whose support will prove to be invaluable as you navigate these spaces.

Job Boards

While the [Online School Finder](#) and the [Online Employer Index](#) are extremely comprehensive, you will also find job postings for online language teaching on certain job boards.

- [ITA Alumni Job Board](#) – Hosted on Facebook, this job board is open ONLY to ITA students, alumni and ITA's Premier Partners and Associated Schools. Any partner recruiter, school or organization that posts ESL job openings in this group has been vetted and trusted by ITA.

- Dave's ESL Cafe - <http://www.eslcafe.com/joblist/>
- ESL Jobs Board - <http://esljobsboard.com/>
- ESL Jobs - <http://esljobs.biz/>



Resources for your Job Search

Books

There are several books that can assist you with navigating international job markets *as well as help you prepare for your classes*. When looking for printed resources, bear in mind that markets change rapidly in every facet from the level of demand to local visa regulations, so make sure that you are using the most recent materials.

[The Fundamentals of Teaching English as a Foreign Language](#) Every teacher has their go-to resource to turn to when preparing their lessons and keeping their teaching skills sharp. That is why most of our students decide to buy the textbook from the class so they will always be able to reference the foundational aspects to their TEFL education which includes all the links and information that was learned over the course of the class. This way they forever have access to the course material even after they lose access to the online class. And it is available in hardcopy or in the travel convenient pdf format.

[Grammar Fundamentals for Teaching English as a Foreign Language](#) It is incredibly important to have a solid grammar book to reference is crucial to help prepare for and explain those tricky grammar lessons. That is why ITA put together this extensive Grammar Book which covers all things English Grammar from a TEFL Instructor's point of view. It also is available in hardcopy or in the travel convenient pdf format.

[Teaching English Online](#) As the market for teaching English online continues to explode, more and more teachers are turning to this book to help them through their online teaching experience. This is one of the only books that completely focuses on all the intricacies of teaching English online from how to prepare your "classroom" tips on how-to keep students engaged throughout the class. It also is available in hardcopy or in the travel convenient pdf format.

Teaching English Abroad (Paperback) by Susan Griffith

This fantastic reference provides a wealth of information about all aspects of teaching English abroad including in-depth country profiles and loads of contacts for schools, recruiters and other resources that will prove useful. This book is intended primarily for a British audience, but anybody serious about teaching abroad should pick it up.

Teaching Overseas, A Job Guide for Americans & Canadians by Jeff Mohamed

You can also search on Amazon.com under English teaching and you will find some helpful books to prepare you for the experience overseas.

Travel Guide Books

Lonely Planet guidebooks have been bibles for independent travelers for nearly two generations. In addition to the usual commentary on tourist sites and hotel options, these guides provide comprehensive information on every aspect of travel from navigating public transportation and learning about local customs and etiquette to details about recommended immunizations and budget accommodations. .

The **Rough Guide** travel book series is also an excellent choice from the standpoint of providing extremely useful practical information.

International English Language Chain Schools

There are large well established chains of language schools that operate multiple branches in multiple countries throughout the world and most list job openings on their websites. You should also consider looking up local branches and contacting them directly.

- International House http://www.ihworld.com/recruitment/teacher_vacancies.asp
- Bell Worldwide <http://www.bell-worldwide.com/jobs/default.asp>
- British Council <http://www.britishcouncil.org> each country hires separately and has its own website <http://www.britishcouncil.org/teacherrecruitment.htm>
- Berlitz Language schools <http://www.berlitz.com>
- English First http://www.englishfirst.com/trt/tefl_recruitment.html
- Inlingua <http://www.inlingua.com/English/Jobs/main.asp>
- Wall Street <http://www.wallstreetinstitute.com>
- Saxon Court <http://www.saxoncourt.com/recruitment/vacancies/index.htm>

ESL Websites

Included is a brief list of the many sources to find a job and teach abroad. One place to start all research is simply knowing what it is like to live abroad, Transitions Abroad is a monthly print journal, their archived articles are numerous and a great place to start: <http://www.transitionsabroad.com>

The world of English teaching is an enormous market. Jobs are either government jobs such as working for the JET Program teaching in public schools in Japan or they are privately owned language schools. Private schools are divided up by large (franchises) and small (independently owned). Some of the most prominent language school

chains are listed below. Private schools will be listed on job boards and resources such as the ESL Worldwide directory given to you or listed in other publications such as the books referenced in this section.

A simple google search on English teaching jobs abroad will pop up many job board sites.

Job Boards and Resources for Teaching English Overseas

- **Transitions Abroad:** <http://www.transitionsabroad.com>
- **Dave's ESL Cafe,** www.eslcafe.com, ESL Cafe's Web Guide, www.eslcafe.com/search , ESL Cafe's Web Guide: Jobs, www.eslcafe.com/search/Jobs by Dave Sperling. This site has a staggering amount of well-organized information about teaching English as a second language, either abroad or in the U.S., as well as job databases. Useful for those with and without TESL credentials. This is a great place to start your job search no matter where you are looking to teach.
- **AAC's ESL Job Circle:** www.aacircle.com.au/esl-job-circle.htm
- **Craigslist:** www.craigslist.org
- **engGo:** <http://www.enggo.com>
- **ESL Base:** www.eslbase.com
- **ESL Cafe's International Job Board:** www.eslcafe.com/joblist
- **ESL Employment Job Board:** www.eslemployment.com
- **ESL Job Feed:** www.esljobfeed.com
- **ESL Job Find:** www.esljobfind.com
- **ESL Jobs:** <http://www.esljobs.com>
- **ESL Jobs World:** <http://www.esljobsworld.com>
- **ESL Teachers Board:** www.eslteachersboard.com
- **GlobalU Job Board:** - <https://globalujobs.com/>
- **Linguistic Funland:** www.tesol.net/jobs
- **Mark's ESL World:** www.marksesl.com
- **Mission Finder:** www.missionfinder.org/tesol.html
- **My TEFL Jobs:** <http://www.mytefljobs.com/>
- **TeachOverseas.ca:** www.teachoverseas.ca
- **TESall.com's Worldwide Job Board:** www.tesall.com/jobboard/index.pl
- **TEFL.com:** www.tefl.com
- **TEFL.net:** www.tefl.net/jobs/jobs.pl
- **Total ESL:** www.totalesl.com
- **World TEFL:** www.worldoftefl.com

ESL Teaching News and Commentary

- **The TESall Ticker:** www.tesall.com/ticker.html
- **ELT News:** www.eltnews.com
- **EL Gazette:** www.elgazette.com
- **ET Professional:** www.etprofessional.com

- Guardian TEFL: education.guardian.co.uk/tefl

ESL Teacher Training Information and Orientation

- Transitions Abroad: <http://www.transitionsabroad.com>
- ESL Cafe Teacher Training Forum: www.eslcafe.com/discussion/dz1/
- Go Teach TESOL Primer: www.goteach.ca/tesol.html
- TESall.com's Course Catalog: www.tesall.com/catalog.html
- English Job Maze: www.englishjobmaze.com/qu-atagance.htm
- EI's Your TEFL Training Options: www.english-international.com/training.html
- Linguistic Funland: <http://www.tesol.net/tesljob.html>
- Free Graduate TESOL Guide: www.matesol.info
- Small Steps Resources and Guides for Teachers of Children Starting English, www.booklocker.com/books/2058.html.

Worldwide Portals, Websites, and Resources for Teaching English Abroad

English International, www.english-international.com, features information and advice on teaching English overseas by Jeff Mohammed, author of [Teaching English Overseas: A Job Guide for Americans & Canadians](#). See his [Overview of the TEFL Job Market for American and Canadian Teachers](#).

English Job Maze, www.englishjobmaze.com, lists ESL/EFL jobs and provides resources on how to become a teacher. See their excellent [country-by-country](#) breakdown of ESL trends.

EnglishClub.com, www.englishclub.com, provides an excellent ESL/EFL links directory, which contains extensive collections of resources for both teachers and students alike.

eslbase.com, www.eslbase.com, has new job opportunities daily, as well as a worldwide directory of TEFL courses, downloadable resources for teachers, and a "Find an old TEFL friend" service.

Dave's ESL Café - www.eslcafe.com - ESL Cafe's Web Guide, www.eslcafe.com/search, ESL Cafe's Web Guide: Jobs, www.eslcafe.com/search/Jobs by Dave Sperling. This site has a staggering amount of well-organized information about teaching English as a second language, either abroad or in the U.S., as well as job databases. Useful for those with and without TESL credentials.

ESL Job Find - www.esljobfind.com - ESL Job Find connects Employers and Job Seekers worldwide. They have ESL job listings for Korea, Japan, China and Taiwan in Asia, and other locations such as Europe and South America.

ESL Jobs World - <http://www.esljobsworld.com/esl-jobs/index.html> - Worldwide job board

Fulbright English Teaching Assistantships - www.us.fulbrightonline.org/thinking_teaching.html - Program for recent university graduates to serve as English Teaching Assistants in Belgium/Luxembourg, France, Germany, Hungary, Korea, Taiwan and Turkey.

Global Study - www.globalstudy.com - Guide to international education, including message boards and a directory of English language school websites in the United States, Canada, Great Britain, Ireland, Australia and New Zealand.

Peace Corps - www.peacecorps.gov - Sometimes overlooked because of its designation as a volunteer program, Peace Corps is one of the largest work-abroad programs for U.S. citizens. It provides some of the best-paid teaching opportunities in less-wealthy regions such as Africa, Latin America, South and Southeast Asia, and even Eastern Europe and the former USSR.

Randall's ESL Cyber Listening Lab This free multimedia site is designed to help English learners improve their listening comprehension through a variety of audio and video conversations, interviews, and news reports. Randall Davis is the developer of this site, and he has written, recorded, and edited the materials as an independent project at his home in the USA.

Teachers of English to Speakers of Other Languages (TESOL) - www.tesol.org -Website of the largest U.S. professional association for ESL teachers. An essential resource for qualified professionals, though less useful for students.

TEFL Board - www.teflboard.org - A site dedicated solely to the presentation of curriculum and program details on E.S.L. teacher training certificate courses and diploma programs all over the world.

TEFL.NET - www.tefl.net/links/index.html - Offers a TEFL Course Database, TEFL Jobs Center, TEFL Help Desk, ESL lesson plans and other teaching resources to teach English as a foreign or second language.

TEFL Professional Network - www.tefl.com - Has a huge on-line database of ESL jobs.

TESL/TEFL/TESOL/ESL/EFL/ESOL Links - iteslj.org/links - A compilation of links for students and teachers.

TESall.com - www.tesall.com - The first vertical search portal for ESL/TEFL jobs and

Transitions Abroad - www.TransitionsAbroad.com

Univ. of Michigan, International Center's Overseas Opportunities Office - www.umich.edu/~icenter/swt/work/options/index.html.

Country-Specific Portals and Websites

Australia Academic Circle (AAC), www.aacircle.com.au, is a portal for teaching English in **Taiwan, Korea, Japan** or **China** as well as **Europe**. The site provides ESL job boards and country profiles which discuss visa info, accommodations, taxes and TESL / TEFL courses.

Ajarn.com - www.ajarn.com - Job postings, resources and a discussion forum on teaching English in **Thailand**.

Asiapond.com - www.asiapond.com - is a simple online jobs pool for teaching in **Asia**.

BENZHI, www.benzhi.com. **Asian** EFL job community.

Big English International Limited (**Hong Kong**) - Big English offers job opportunities teaching all ages and all levels of students at numerous institutions, as well as jobs teaching as a private tutor; www.bigenglish.com.

Bogglesworldesl.com Job listings for **China, Korea, and Japan** bogglesworldesl.com/esl_jobs.htm.

China TEFL Network - www.chinatefl.com/indexe.asp - A portal for jobs teaching English in China.

English School Watch - www.englishschoolwatch.org - Provides guidebooks about ESL labor contracts and selecting a recruiter and employer for teaching English abroad. The site concentrates on **South Korean** opportunities, but provides inside information and jobs for teaching English worldwide.

ESL101 - <https://www.esl101.com/>

Expatriate Café - www.expatriatecafe.com - has morphed from its focus on the ESL community in **Spain** towards being an excellent general expatriate community site for Spain.

Inglesnet.com - The most complete guide for EFL learners in **Argentina** and **Latin America**. It provides very useful information, interesting links, complete directories of national and international English teaching institutions and a lot more.

Internet Works: Teach English in Mexico, www.teach-english-mexico.com - Provides one-stop-shop for information and resources on teaching English in **Mexico**.

Jobs in **Japan** - www.jobsinjapan.com - has loads of ESL job postings.

MadridTeacher.com - www.madridteacher.com - A site for teachers in **Madrid, Spain**, to advertise their services and to exchange information about the local teaching market on the Forum.

O-Hayo Sensei - www.ohayosensei.com - Listings of ESL and other types of teaching positions in **Japan**.

Teach **Asia** Online - www.teachasiaonline.com

Teach English in **Poland** - teachpoland.com -Job Boards, listing English language teaching jobs in Poland.

TEFL **ASIA** - www.teflasias.com - is an excellent portal for Asian ESL jobs, articles and resources.

TESOL **FRANCE** - www.tesol-france.org - represents the interests of professionals in EFL (English as a Foreign Language) in France.

TICO Times - **Costa Rica** English Newspaper with job listings: <http://www.ticotimes.net/classified.htm>

Acronyms for Teaching English as a Second Language

Bogglesworld ESL Glossary: bogglesworldesl.com/glossary.htm

TESall.com's Newbie Primer: www.tesall.com/newbie.html

ESL Lesson Plans and Classroom Resources

English Raven: www.englishraven.com/Main.html

MES English.com: www.mes-english.com

ESL Lounge.com: www.esl-lounge.com

english-4u.com: www.english-4u.com

Breaking News English Daily: www.breakingnewsenglish.com

Speak-Read-Write.com: www.speak-read-write.com

Boggle's World: bogglesworldesl.com

Developing Teachers.com: developingteachers.com

ESLgo.com: www.eslgo.com

TEACHall Resource Centre: www.tesall.com/teachall/index.pl

ESL Discussion Forums

ESL Café Job Discussion Forum: www.eslcafe.com/forums/job/index.php

EnglishForums.com: www.englishforums.com

English School Watch: www.englishschoolwatch.org/webboard.php

TEFL.net: www.tefl.net/forums/index.php

EFL-Law.org: www.efl-law.org

TESall.com's Job Discussion Forum: www.tesall.com/international/index.pl

E-Book Links

Below are a series of E-Books organized by region, covering the entire process of obtaining a teaching job in that specific country. These countries are the most popular destination for ITA Alumni to teach in.

Asia

East Asia

- **China**
<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-China.pdf>
- **Hong Kong**
<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-Hong-Kong.pdf>
- **Japan**
<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-Japan.pdf>
- **South Korea**
<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-South-Korea.pdf>

- **Taiwan**

<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-Taiwan.pdf>

South East Asia

- **Thailand**

<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-Thailand.pdf>

- **Vietnam**

<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-Vietnam.pdf>

Europe

Western Europe

- **Germany**

<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-Germany.pdf>

- **Spain**

<https://cdn2.hubspot.net/hubfs/67369/Teaching-English-in-Spain.pdf>

Summer Camp Opportunities

Summer camps and other short-term programs are another great way to experience teaching English abroad. Short-term programs focused on teaching English, and English themed summer camps are popular throughout Europe and many other parts of the world. They offer great opportunities to those who are looking for experience abroad without a long-term commitment, as well as for younger teachers who may not have earned their university degree to gain valuable work experience for their resume.

Positions can vary widely depending on the camp or program. Some positions may resemble that of a typical camp counselor in that responsibilities may entail running sports and other recreational activities as well as, or instead of, teaching English in a classroom. In other programs, teachers are hired solely to run English classes, just as they would be in a typical school. Compensation for summer camps and short-term programs typically include accommodations and meals. Some positions will also include a modest stipend as well.

The following link is ITA's list of summer camps and short-term programs. If the link does not work when you click on it, please copy and paste it into your browser.

<http://cdn2.hubspot.net/hub/67369/file-584044351-pdf/job-search-guidance/ita-summer-camp-and-program-finder.pdf?t=1394814790000>

We do not recommend that you solely use this list for your search. Other opportunities can be found on major ESL job boards such as [www.daveseslcafe](http://www.daveseslcafe.com), <http://www.eslbase.com/jobs/>, <http://www.tefl.com> and www.eslemployment.com.

Volunteer Positions, Internships & Religious Oriented Teaching Opportunities

While volunteer positions obviously don't offer the financial benefits of paid jobs, they do provide opportunities to teach in many areas of the world – South Asia, Africa, and Central America, for example – where paid opportunities are often limited. As most paying positions are at least 6 months, volunteering enables those looking to teach abroad on a shorter timetable to enjoy a rewarding experience in countries ranging from Spain and Argentina to India and Honduras. They also offer great chances for younger people and students (as well as professional teachers) to gain valuable international teaching experience during summers or gap years; and they often provide the priceless satisfaction that one can gain from providing an invaluable service to those who are less fortunate around the globe, particularly children.

InterExchange - <http://www.interexchange.org/working-abroad> - Working Abroad offers a wide variety of programs in every corner of the world. Some are teaching jobs in formal classroom settings, while others have a more relaxed structure. InterExchange is a nonprofit organization devoted to promoting cross-cultural awareness through work and volunteer exchange programs. For more than 40 years, InterExchange has been connecting young people from all over the world with life-changing international cultural exchange opportunities.

Chile – Huilo Huilo Foundation Huilo Huilo Foundation - <https://fundacionhuilohuilo.org/>- Huilo Huilo Foundation is an organization in Neltume, Chile where one of our ITA alumni is on a mission to bring English education to one of the most remote locations in Latin America. The Huilo Huilo Biological Reserve offers a local English program during non-peak tourism time and is looking for volunteer ESL teachers. In exchange for teaching the local 15-50 year olds, volunteers will receive free meals, accommodations, and access to the trails in the reserve. Huilo Huilo asks for a commitment of at least 9 months and prefers teachers with a BA degree.

Chile - English Opens Doors – <http://www.centrodevoluntarios.cl/>

<http://www.goabroad.com/volunteer-abroad> - One of the web's preeminent portals listing volunteer programs, organizations and opportunities for English teachers and others around the world.

<http://www.vsointernational.org/> - VSO – big volunteer teaching program with operations in dozens of countries around the world, including a variety of Asian and African nations. Most positions include support and even accommodations, airfare and stipends.

<http://www.gviusa.com> - Offers volunteer opportunities of all types for all age groups.

www.globalvolunteers.org - Worldwide volunteer opportunities around the globe.

<http://www.crossculturalsolutions.org/> - runs volunteer programs throughout Asia, Africa and Latin America – opportunities not necessarily teaching-related.

http://www.geovisions.org/pages/3_work_teach_abroad.cfm - Geovisions places teachers, volunteers and interns in a variety of positions – teaching and non-teaching – in a variety of countries around the globe, from France and Israel to China and Ghana.

http://www.transitionsabroad.com/listings/work/shortterm/summer_jobs_abroad.shtml - Transitions abroad provides a wealth of information and contacts for summer jobs, internships and volunteer opportunities, teaching and otherwise.

https://jobs.languagelink.ru/tefl-job-opportunities/volunteer-programme/index.php?sphrase_id=607 - Language Link offers a variety of short-term volunteer opportunities in Russia to work as an assistant language teacher or in other capacities (translator, web designer etc.) Can be a great option for those who do not yet have their degree or who may be interested in short-term opportunities in Russia.

<http://www.ccusa.com/> - Offers volunteer and paid opportunities in summer camps around the world.

International Schools and Other Opportunities for Professional Teachers

Certified teachers and those with other advanced teaching credentials such as an advanced degree in education or a state teaching license may consider looking for opportunities in international schools and other educational institutions seeking qualified teachers, from public schools in Abu Dhabi to private academies throughout Asia, South America and Europe. International schools often cater to expatriates (typically the children of diplomats and business people) as well as local elites seeking a western-style educational experience. They are known for providing great benefits, good pay, and good working environments with excellent resources. Here are some resources to assist you in finding opportunities in such schools. Many positions may be for teaching subject matters other than English as a foreign language. Contracts are usually two years and typically include housing, medical benefits, shipping allowance, transportation, home leave and competitive salaries.

- <http://www.state.gov/youthandeducation/> The U.S. State Department website provides a wealth of information and links relating to teaching opportunities around the world, exchange programs for educators and international education generally.
- <http://www.iss.edu/> - International Schools Services is the premier recruiting operation for international and American schools around the world, and facilitates the hiring of thousands professional teachers around the globe each year. They regularly hold recruiting fairs and other gatherings across the U.S. and around the world.
- <http://www.search-associates.com/> Another major recruiter for American and international schools overseas.
- <http://www.uni.edu/placement/overseas/> University of Northern Iowa Overseas Placement Service for Educators is a major placement organizations and hosts one of the oldest and largest job fairs for overseas teaching opportunities.
- <http://exchanges.state.gov/globalexchanges/us-france-ttexchange.html> - The U.S. - France Teachers in Training Exchange Program provides opportunities for young teachers from each country to visit the other country to teach and learn about each other's cultures in local classroom settings.
- <http://www.americancouncils.org/> - Founded in 1974 as an association for area and language professionals, American Councils has focused its expertise on academic exchange, professional training,

distance learning, curriculum and test development, delivery of technical assistance, research, evaluation, and institution building.

- <http://www.state.gov/m/a/os/c1684.htm> The U.S. State Department website provides extensive listings of international schools by region.
- <https://www.amisa.us/> - The Association of American Schools in South America facilitates the recruiting of teachers for American schools throughout the region. Contracts typically include housing, medical benefits, shipping allowance, transportation, home leave and competitive salaries.
- <http://educ.queensu.ca/careers> - Queen's University Faculty of Education sponsors major recruiting fairs for international teaching positions and also offers placement services for international teaching positions.
- <http://www.teachaway.com/> In addition to recruiting English teachers, Teach Away recruits certified teachers for all subject matters and grade levels for schools in numerous countries from Abu Dhabi and China to Turkey and Malaysia.

Glossary

-A-

Apostille – An apostille is a certificate of authenticity, or an international notary for legal documents that is agreed upon by signatory countries. A full list of countries that recognize an apostille can be found here: http://www.hcch.net/index_en.php?act=text.display&tid=37

An apostille can be obtained from competent authorities designated by individual countries. In the United States, the document must be first notarized, and the apostille is then obtained from the office of the secretary of state.

Find your secretary of state's office here: <http://www.statelocalgov.net/50states-secretary-state.cfm>

See also [Notary](#), [Notarized](#)

-B-

Border Crossing –In some countries, teachers on a tourist visa leave country A to visit country B for several days in order to renew their tourist visa.

-C-

Channeler – An approved agency that can expedite the processing of one's national background check.

A full list of channelers can be found here: <https://www.fbi.gov/services/cjis/identity-history-summary-checks/list-of-fbi-approved-channelers-for-departmental-order-submissions>

Contract – A legal document stipulating the conditions of employment between a teacher and the school.

Criminal Record Check (CRC) – The process of looking up, and or compiling all criminal records, commercial records and financial records of an individual or an organization.

State or Local Criminal Record Check – A records check that is performed on records of activity within a specific state or locality. A state check can typically be obtained from a local police department.

FBI or National Criminal Record Check – A record check that is performed on one's national records. An FBI background check can take 1-2 months to process so allow plenty of time to order your background check.

An FBI background check can be ordered from the FBI website: <https://www.fbi.gov/services/cjis/identity-history-summary-checks>

See also [Channeler](#)

For information on national background checks for non-US citizens, please see the following:

Australian Citizens (Police Check or Police Certificate): <http://www.afp.gov.au/>

British Citizens: Contact the designated police headquarters in your area or the Data Protection Office to obtain a Subject Access Report or a Basic Disclosure.

Canadian Citizens: <http://www.rcmp-grc.gc.ca/index.htm>

Irish Citizens (Police Check): <http://www.garda.ie/>

New Zealand Citizens (Police Clearance Report): <http://www.justice.govt.nz/>

South African Citizens (Police Clearance Certificate):

<http://www.dfa.gov.za/consular/policeclear.htm>

-F-

FBI or National Criminal Record Check – [See Criminal Records Check](#)

-H-

Hiring Season – The time or times of year that the demand for English teachers is the highest.

-I-

In-Advance Interview – An interview that is conducted over Skype, the phone, etc. that is conducted before the candidate arrives in the country that they are applying to work in.

In-Person Interview – An interview that is conducted in person and on the ground in the country that the candidate is applying to work in.

-L-

Letter of Recommendation - A letter of recommendation is a letter in which the writer assesses the qualities, characteristics, and capabilities of the person being recommended in terms of that individual's ability to perform a particular task or function.

-M-

Medical Check – A general physical exam is required by some schools and certain countries. Physical requirements will vary depending on the country and the school.

-N-

Notary – A public officer that is approved to authenticate documents for legal use.

Notarized – Proved authenticate or eligible for legal purposes through a notary.

-O-

Official Transcripts – See [Transcripts](#)

-P-

Passport – An official document that is issued by the government that certifies the citizen’s identity, and grants the holder of the passport the ability to travel internationally under the protection of the issuing government.

-R-

Recruiter – An organization that screens and hires potential teachers or employees for open positions at schools or other organizations.

References – Someone who can make a statement of the qualifications of a person seeking employment.

-S-

Start-Up Costs – The estimated amount of money that is needed to cover the cost of living in a country for 2-3 months. This does not include visa costs or airfare.

Additional information on start-up costs can be found here: <http://www.numbeo.com/cost-of-living/>

State or Local Criminal Record Check – See [Criminal Records Check](#)

Student Visa – See [Visa](#)

-T-

Tourist visa – See [Visa](#)

Transcripts – A detailed record of academics and coursework that an individual has completed at a particular education institution or organization. See also official and unofficial transcripts.

Official transcripts – Official or sealed record of academics that typically include school’s seal and a signature of authenticity. Official transcripts can typically be ordered from the registrar’s office.

Unofficial Transcripts – Unsealed academic record that can typically be accessed through a student portal. These transcripts have not been sealed or certified as official.

-U-

Unofficial Transcripts – See [Transcripts](#)

-V-

Visa – A visa is an endorsement on a passport from a specific country granting the passport holder the ability to travel, work, or study in the specified country. Check with the specified country’s consulate for further details regarding each visa.

Student Visa – Can be granted with enrollment into accredited classes or university. Allows the holder to legally work (often 20-24 hours/week). Time, money, paperwork, interviews at Embassies or consulates are needed to get a student visa.

Tourist Visa – Allows a person to enter and travel in a country for a limited period of time (often 90 days). Working is often not legally allowed. Some countries allow a “contractor” license while on a tourist visa. Some countries require payment at the border and some require an application in advance at the consulate. Check with the country’s consulate for further details.

Work Visa – Legally sponsored by a business to work. Can take 1-12 months to process. Some countries value work visas and others do not. Every country has different procedures.

Working Holiday Visa - A working holiday visa is a permit that allows people with certain nationalities to legally work, and sometimes study, in certain countries around the world. Working holiday visas typically have restrictions and requirements, such as age limits (typically between 18 and 30 or 35), the need to prove one has sufficient funds, and more.

-W-

Work visa – See [Visa](#)

Working Holiday Visa – See [Visa](#)

