



## Family Liaison Office

# Direct Communication Project

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Resource No. 21

## Overseas Employment Information for Teachers

*The following list of organizations and information has been compiled to help Foreign Service family members who are interested in teaching careers overseas. In addition to contacting the organizations mentioned in this handout, you may wish to contact directly the schools located in the city or country where you will be assigned.*

### **Overseas Schools Assisted by the Department of State**

The American-sponsored overseas schools assisted by the Department of State through the Office of Overseas Schools (A/OPR/OS) are nonprofit, non-denominational, independent schools, many of which were established on a cooperative basis by American citizens living overseas. During 1995-96, 190 schools received grant assistance and technical support from A/OPR/OS. Because they are private institutions, these schools hire their own staffs. Many of them hire Foreign Service spouses. A/OPR/OS updates and publishes annually a directory of these schools. It has information on organizations involved in the recruitment of teachers and administrators for international schools throughout the world. A/OPR/OS also has information on U.S. universities offering teacher certification and professional development programs at overseas locations.

Office of Overseas Schools  
Room H328, SA-1  
Department of State  
Washington, DC 20522-0132

Tele: 703-875-7939  
Fax: 703-875-7979

### **Foreign Affairs Spouses Teacher Training (FAST-TRAIN)**

George Mason University, Arlington campus, offers the FAST-TRAIN program for people who have a bachelor's degree, want a teaching credential, and are interested in teaching overseas. Upon completion of six education courses taken over a 1-year period and successful completion of the National Teachers exam, participants receive a provisional Virginia teaching certificate at the PK-8 level. Foreign Service spouses have found this certificate useful in obtaining teaching positions in developing nations. For information, contact the Office of Overseas Schools or George Mason University:

Dr. Jack Levy  
FAST-TRAIN Program  
Graduate School of Education  
George Mason University  
Fairfax, VA 22230-4444  
Tele: 703-993-3689/88  
Fax: 703-993-3336

## **Department of Defense Dependents Schools (DoDDS)**

The Department of Defense recruits teachers for schools at military bases overseas. Contact DoDDS before arrival at post if possible, as applications for overseas positions are considered in the U.S.

DoDDS Personnel Center  
Recruitment Unit  
4040 North Fairfax Drive  
Arlington, VA 22203-1634  
Tele: 703-696-3269, ext. 142  
Fax: 703-696-2697

## **Fulbright Teacher Exchange Program**

The Fulbright Program offers teachers an opportunity to switch positions with teachers overseas. Applicants must be currently teaching, be a U.S. citizen, and have 3 years full-time teaching experience.

Fulbright Teacher Exchange Program  
600 Maryland Avenue SW  
Room 140  
Washington, DC 20024  
Tele: 800-726-0479  
Fax: 202-401-7203  
Internet: [fulbright@grad.usda.gov](mailto:fulbright@grad.usda.gov)

## **Peace Corps**

The Peace Corps uses volunteer teachers for elementary, secondary, normal and vocational schools, and universities. Some teaching experience is required. Applications must be made from the United States.  
Recruiting Office

U.S. Peace Corps  
1400 Wilson Blvd., Suite 400  
Arlington, VA 22209  
Tele: 800-424-8580  
Fax: 703-235-9189

## **Institute of International Education**

The library at the Institute of International Education posts listings of overseas teaching positions. This information is not available by phone, fax, or mail, but may be picked up in person if you are in New York.

Institute of International Education  
809 United Nations Plaza  
New York, NY 10017  
Tele: 212-883-8200  
Fax: 212-984-5452

## **International Schools Services (ISS)**

ISS publishes a directory and maintains a placement service for many overseas schools.

International Schools Services  
15 Roszel Road  
Princeton, NJ 08543  
Tele: 609-452-0990  
Fax: 609-452-2690  
website: <http://www.iss.edu>

## **National Association of Independent Schools (NAIS)**

Contact NAIS about teaching opportunities at overseas independent schools that are members of this U.S.-based group.

National Association of Independent Schools  
1620 L Street NW  
Suite 1100  
Washington, DC 20036-5605  
Tele: 202-973-9732  
Fax: 202-973-9790

## *Tutoring/Special Education*

Another option for Foreign Service spouses is to provide individual or group tutoring. Many students enrolled in non-American schools or in small high schools that cannot offer a full range of courses are tutored or attend classes outside school hours. The post's education allowance can supplement the instruction allowance to pay for these programs. The supplementary instruction allowance can also be used to set up Advanced Placement courses. Families may pool their allowances to pay a tutor to teach a course.

Families with children in need of special education at posts where the schools do not offer special education programs often require the services of a teacher/tutor to carry out

more comprehensive programs. Special educational allowances are available to pay these tutors.

To increase employment options, spouses going overseas may want to consider acquiring the necessary training to teach/tutor children with learning disabilities. The Lab School of Washington offers a training program for learning disabled (LD) tutoring. This annual program starts in the fall.

The Lab School of Washington  
4759 Reservoir Road NW  
Washington, DC 20007  
Tel.: 202-965-6600  
Fax: 202-965-5106

## *Resources*

*Chronicle of Higher Education*, a weekly newspaper with a large classified section advertising teaching positions overseas, published by:

The Chronicle of Higher Education  
1255 23rd Street NW  
Washington, DC 20037

*Directory of Resources for International Cultural and Educational Exchanges:*

Directory Staff (E/ASA), Room 349  
U.S. Information Agency  
201 Fourth Street SW  
Washington, DC 20547  
Tel. 202-619-5434  
Fax: 202-401-1433

*Schools Abroad of Interest to Americans*, published by:

Porter Sargent  
11 Beacon Street  
Boston, MA 02108

*The International Educator*, a newsletter listing employment opportunities in 200 American and international schools published by:

The International Educator's Institute  
P.O. Box 103  
West Bridgewater, MA 02379

*The International Schools Directory*, published annually by the European Council of International Schools and distributed in the United States by:

Peterson's Guides  
P.O. Box 2123  
Princeton, NJ 08543-2123  
Web site: [www.petersons.com](http://www.petersons.com)

*The ISS Directory of Overseas Schools*, published by International Schools Services and distributed by:

Peterson's Guides  
P.O. Box 2123

Princeton, NJ 08543-2123