

JCAP Secondary Education
Teacher Exchange Program

Draft Guidelines, May 2018

Objectives:

1. To promote the universal dimension of the Society of Jesus by providing teachers at Jesuit schools an opportunity to teach at a Jesuit school in another country
2. To facilitate, for selected students at Jesuit schools, an experience of dialogue with other cultures by providing them with a teacher from another country
3. To deepen collaboration between schools and among teachers in JCAP

Operational Guidelines:

1. As an exchange program, a participating school is ready to both send and receive a teacher at the secondary level (high school)
2. Duration of the program is three months or one academic quarter.
3. The preferred subject area to be taught (in English; unless a language course) will be manifested by interested schools, and matching will be coordinated by the JCAP Education Secretariat
4. The participating teacher will team-teach with a local teacher, to address concerns about the academic calendar, duration of the program, etc., so as not to disrupt the regular operations of the school

Obligations of participating schools:

For the teacher to be sent

1. To select the best possible candidate for the job
2. To continue paying the salary and benefits of the teacher who is sent
3. To sponsor the airfare and other travel expenses, including visa fees
4. To recognize, as appropriate, participation in the program in the performance appraisal of the teacher

For the teacher to be received

1. To facilitate integration with the receiving academic department, possibly assigning a faculty member to serve as the visiting teacher's mentor
2. To provide single-room accommodation for the duration of the program
3. To provide a modest living allowance to cover food and any daily local travel expenses