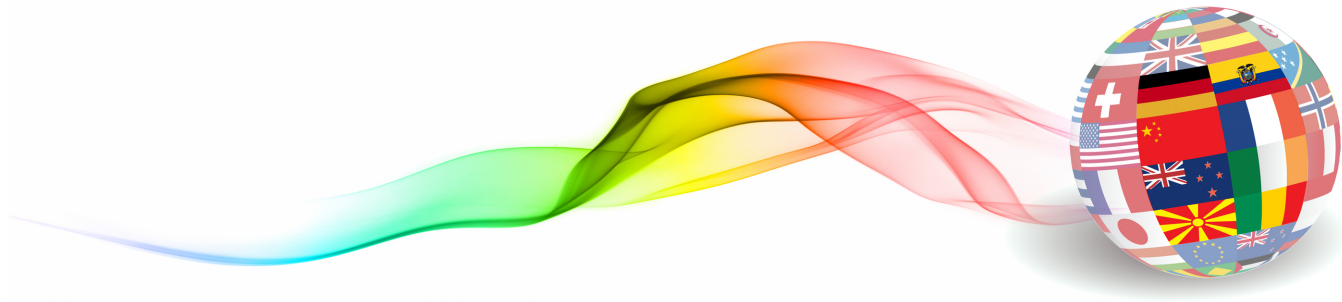


# Tempe Sister Cities



## Professional

Educator Exchange

# *Application*

**Visit:**      *Regensburg, Germany*

*Skopje, Macedonia*

*Lower Hutt, New Zealand*

*Trollhättan, Sweden*

and/or *\*POSSIBLY*

*\*Beaulieu-sur-Mer, France*

<http://www.tempesistercities.org> ⇨ Exchange Programs ⇨ Professional Educator Exchange ⇨ Application

## TEMPE SISTER CITIES

# PROFESSIONAL EDUCATOR EXCHANGE PROGRAM

≈ WELCOME to an INTERNATIONAL AWARD-WINNING PROGRAM! ≈  
(Country participation varies from year to year -- \*TENTATIVE for 2013 is \*France)

### PURPOSE OF THE PROFESSIONAL EDUCATOR EXCHANGE

The objective of this program is to provide an opportunity for Tempe educators to develop professional educational growth and understanding among the people of **Regensburg, Germany; Lower Hutt, New Zealand; Skopje, Macedonia; Trollhättan, Sweden; or \*Beaulieu-sur-Mer, France**, through a family living and school teaching experience. Your family needs to be supportive of your participation and time commitment to this educator exchange. Family is important; however, *this exchange must be a priority to you*. Therefore, it is essential for you to plan ahead for family commitments so you will be **available** for **ALL MANDATORY** exchange activities.

This is a professional educator exchange and is **NOT** for independent travel/activities **before or after** the educator exchange. As a participant in the exchange, understand that this program does in no way include a spouse, family member(s), or friend(s) for this foreign travel. Chosen educator ambassadors will be expected to adhere to the educator exchange travel date calendar and will depart and return to the U.S. as a group since your airfare will be paid by the Tempe Sister Cities Corporation.

### EDUCATOR'S TIME COMMITMENT

The actual exchange trip for the Tempe educators to Germany, New Zealand, Macedonia, Sweden, and/or \*France, will be 2 to 3 weeks in the summer of 2014 (June/July); however, the travel dates are still to be determined (TBD). They vary each year due to the host countries' schedules. It is **mandatory** that the educators **attend orientation meetings** before the departure date, participate in Sister Cities activities, give talks about the exchange experience, and generally help plan and promote the exchange program. The selected educators must attend these get-togethers **BEFORE** leaving for Germany, New Zealand, Macedonia, Sweden, and/or \*France. This needs to be a **PRIORITY! Failure to do so will result in altering the final group traveling to Germany, New Zealand, Macedonia, Sweden, and/or \*France.**

### EDUCATOR RESPONSIBILITY ABROAD

The Tempe educators will live in the homes of Regensburg, Lower Hutt, Skopje, Trollhättan, and/or \*Beaulieu-sur-Mer educators and share with their students by teaching prepared lessons or leading class discussions. Educators are expected to be professional and to be cooperative in the family living experience. The educators will participate in **ALL** scheduled activities.

### EDUCATOR RESPONSIBILITY UPON RETURN

It is expected that participants will act as gracious hosts to the Regensburg, Lower Hutt, Skopje, Trollhättan, and/or \*Beaulieu-sur-Mer educators during their visit here. A calendar of activities/events for the visiting educators must be submitted and approved by Linda Parrish a minimum of two weeks prior to their arrival. They should promote a positive experience for the visiting educator both at school and at home. The anticipated date of the German educators' arrival for their 3-week stay will be approximately April 10, 2014; the dates of the New Zealand educators' visits will be tentatively Fall/Winter of 2014; the Macedonian, Swedish, and/or \*French educators' visits (each 2 weeks) in 2014 will be announced when determined by each of their countries.

You may be asked to make a report of your foreign experience to the Tempe Sister Cities Governing Board and to your faculty. You are expected to plan and promote the program for the following year. It is expected that participating educators will become active members of the Tempe Sister Cities Corporation and support and participate in Sister Cities activities and organizations (i.e. Oktoberfest, Hackett House, Youth Exchanges, etc.). Without the Sister Cities organization and the City of Tempe's administrative and schools' support, there would not be an exchange program. **Involvement is essential.**

## **COSTS**

Air travel expenses will be paid by the Tempe Sister Cities Corporation. You will provide your own spending money. The families in Regensburg, Lower Hutt, Skopje, Trollhättan, and/or \*Beaulieu-sur-Mer will provide room and board. Participants will reciprocate in kind when their Regensburg, Lower Hutt, Skopje, Trollhättan, and/or \*Beaulieu-sur-Mer hosts become our guests here as they did for you while visiting them. Upon selection, participants are **required** to join the Tempe Sister Cities Corporation. A family membership is \$35, due upon selection. Previous participants have experienced out-of-pocket expenses as a part of the reciprocation, which vary depending on activities and group plans. For more information, contact Linda Parrish (<http://www.tempesistercities.org> ⇒ [Exchange Programs](#) ⇒ [Professional Educator Exchange](#) ⇒ [Application](#)) or former educator ambassadors. (See attached Expenses for Educator Exchange estimates and Fellow World Travelers Calendar).

## **APPLICATION REQUIREMENTS**

Each applicant must

- 1) be a U.S. citizen;
- 2) be employed by an accredited school within the city limits of Tempe;
- 3) have a minimum of three years teaching experience;
- 4) continue employment with their current Tempe district/school for the 2014-2015 school year; and
- 5) be a full-time educator.

## **APPLICATIONS**

Informational posters are located at the Principals' offices of the TUHSD high schools, TD#3 and Kyrene elementary and middle schools, and at the district offices. Other schools will have the posters available in their front office, too. In addition, explanatory fliers are available at all principals/headmasters' offices. Applications can be obtained on the Tempe Sister Cities website ([www.tempesistercities.org](http://www.tempesistercities.org) ⇒ [Exchange Programs](#) ⇒ [Professional Educator Exchange](#) ⇒ [Application](#)). All **completed applications must be received** by one of the following individuals ***on or before 3:00 p.m. on Wednesday, October 23, 2013:***

Lisa Semrau, Asst. Supt. Ofc., TUHSD District Ofc., 500 W. Guadalupe Rd., Tempe, AZ 85283	480-345-3704
Loretta Meador, Supt. Ofc, TD#3 Admin. Ctr., 3205 S. Rural Rd., P.O. Box 27708, Tempe, AZ 85282	480-730-7102
Sandy Anderson, KYRENE Educational Services, 8700 S. Kyrene Rd., Tempe, AZ 85284	480-541-1125
Other Schools: ATTN Linda Parrish, TSC HACKETT HOUSE, 95 W. Fourth St., Tempe, AZ 85281	480-967-0029

## **SELECTION PROCESS**

All applicants will participate in personal interviews with the selection committee. Selected educator ambassadors will be required to sign a contract of participation and responsibility (Professional Educator Exchange Agreement).

## **PASSPORTS**

Obtaining a passport in a timely manner prior to departure is the responsibility of the participant.

THE TEMPE SISTER CITIES CORPORATION IS A NON-PROFIT ORGANIZATION





# Fellow World Travelers!



## Calendar- 2013-2014

September 30, 2013  
(Monday)

Applications Available On-line  
(<http://www.tempesistercities.org> ⇒ Exchange Programs ⇒  
Professional Educator Exchange ⇒ Application)

October 23, 2013  
(Wednesday)

Applications **due** by 3 p.m.

ATTN: Lisa Semrau  
Asst. Superintendent's Ofc.  
TUHSD District Office  
500 W. Guadalupe Rd.  
Tempe, AZ 85283  
480-345-3704

ATTN: Loretta Meador  
Superintendent's Ofc.  
TD#3 Admin. Center  
3205 S. Rural Rd.  
P.O. Box 27708  
Tempe, AZ 85282  
480-730-7102

ATTN: Sandy Anderson  
KYRENE Educational Services  
8700 S. Kyrene Rd.  
Tempe, AZ 85284  
480-541-1125

OTHER SCHOOLS:  
ATTN: Linda Parrish  
TSC HACKETT HOUSE  
95 W. Fourth St.  
Tempe, AZ 85281  
480-967-0029

October 29, 2013  
(Tuesday)  
7:00 - 8:30 p.m.

Applicant Social Mixer  
Location TBD  
Linda Parrish will contact applicants

November 6 and 7, 2013  
(Wednesday & Thursday)  
3:30 - 6:00 p.m.

Individual Interviews  
Location TBD  
Linda Parrish will contact applicants

January 9, 2014  
(Thursday) – Time TBD (To Be Determined)

**\*Mandatory Ambassador Get Acquainted Social Attendance required of ALL selected candidates for the exchange – Location TBD**

February – April (varies with country)  
2014

**\*Mandatory Orientation Meetings (4-5) w/Country Liaisons for the selected candidates (TBD)**  
Group cohesion/camaraderie is built at these  
**\*Missing these will necessitate delegate's removal from the educator exchange program**

April 10 – May 1, 2014  
(Tentative window for visitors)

*REGENSBURG* visits Tempe

June/July 2014  
(Tentative travel window)  
2-3 weeks

**Tempe Educators visit**  
*REGENSBURG, Germany, SKOPJE, Macedonia, LOWER HUTT, New Zealand, and TROLLHÄTTAN, Sweden, and/or,\*BEAULIEU-sur-MER, France*

To Be Announced  
“

*SKOPJE and TROLLHÄTTAN* visit Tempe  
*\*BEAULIEU-sur-MER* visits Tempe

Fall/Winter 2014

*LOWER HUTT* visits Tempe



# EXPENSES FOR PROFESSIONAL EDUCATOR EXCHANGE PROGRAM

## Foreign Travel Expenses

## Estimate in \$'s

Tempe Sister City Family Membership		\$35
Passport/Visa	<a href="http://travel.state.gov/passport/passport_1738.html">http://travel.state.gov/passport/passport_1738.html</a>	
File for by the end of January	Renewal \$110	New Passport \$135
Personal necessities for trip	Varies depending on where traveling	
Spending money for Germany/New Zealand/Macedonia/ Sweden/*France	Personal/Souvenir money varies depending on individual wants	
Gifts for your hosts		
Purchase of trinkets, momentos, & gifts		
Miscellaneous discretionary money		

## **EXPECTATIONS:**

Room accommodations (at your home); food for your guest (prepared or readily available)

## You will have the following expenses here: \_\_\_\_\_

1. Travel expenses while here for your guest (bus fare, light rail, etc.)
2. Meals out for your guest (individually or as a group)
3. Activities and event entry fees (museums, zoo, athletic events, etc.)
4. Travel trips seeing the state of Arizona
5. Miscellaneous expenses and purchases

**OPTIONAL:** The participating educators will have the opportunity to take advantage of the Rosetta Stone language program offered by Harrison Middleton University. Level 1 is recommended for participants in the language class. This program can be used towards the "continuing education" requirement if completed in its entirety and class hours are paid; otherwise, there is no cost, except \$50 for books.

\*Any plans/group activities agreed upon by the group members must be **paid equally by all members** of the group.

**Remember:** The Tempe Sister Cities Corporation is paying your way to Germany, Sweden, \*France (estimated cost \$1700), New Zealand (\$2,400), or Macedonia (\$2,100); however, your visiting teacher **does not** have airfare provided for her/him. We are the **only country** in our exchange **that pays teachers' airfare.**

MAIL, FAX, or : Attn. Lisa, Asst. Supt. Ofc., TUHSD Dist. Ofc., 500 W. Guadalupe Rd., Tempe, AZ 85283480-345-3704  
DELIVER to : Attn. Loretta, Supt. Ofc., TD#3 Admin. Ctr., 3205 S. Rural Rd., P.O. Box 27708, Tempe, AZ 85282480-730-7102  
Attn. Sandy, KYRENE Educational Services, 8700 W. Kyrene Rd., Tempe, AZ 85284 480-541-1125  
Attn. Linda Parrish, TSC HACKETT HOUSE, 95 W. Fourth St., Tempe, AZ 85281 480-967-0029

## TEMPE SISTER CITIES PROFESSIONAL EDUCATOR EXCHANGE PROGRAM APPLICATION

**NOTE: PLEASE TYPE or PRINT NEATLY ALL INFORMATION ON THIS APPLICATION**

1. NAME \_\_\_\_\_ GENDER \_\_\_\_\_  
First Middle Last

2. ADDRESS \_\_\_\_\_  
Street City ZIP

3. TELEPHONE (H) \_\_\_\_\_ SCHOOL \_\_\_\_\_ SCH. PH. \_\_\_\_\_  
CELL PHONE \_\_\_\_\_ EMAIL: (Sch) \_\_\_\_\_  
REQUIRED(Home) \_\_\_\_\_

4. MARITAL STATUS \_\_\_\_\_ AGE OF CHILDREN \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
NAME OF SPOUSE / PARTNER (if applicable) \_\_\_\_\_

5. HIGHEST DEGREE NO. OF YEARS TAUGHT \_\_\_\_ YRS. AT YOUR SCHOOL \_\_\_\_

6. CERTIFICATIONS & ENDORSEMENTS \_\_\_\_\_  
*If not certificated, submit **unofficial** copy of transcript with application to verify degree.*

7. GRADE and/or SUBJECTS TAUGHT \_\_\_\_\_

8. PROFESSIONAL/COMMUNITY/CHURCH ACTIVITIES \_\_\_\_\_

HOBBIES \_\_\_\_\_

9. HAVE YOU EVER TRAVELED ABROAD? \_\_\_\_\_ ALONE or w/GROUP? \_\_\_\_\_  
WHERE/WHEN? \_\_\_\_\_

10. FIRST CHOICE COUNTRY: \_\_\_\_\_ SECOND CHOICE COUNTRY: \_\_\_\_\_

Must be available during *travel and visitation times appropriate to COUNTRY.* (See [Fellow World Travelers Calendar](#))  
The final determination of the country to be visited by all selected delegates will be decided by the Core Team and interviewers.

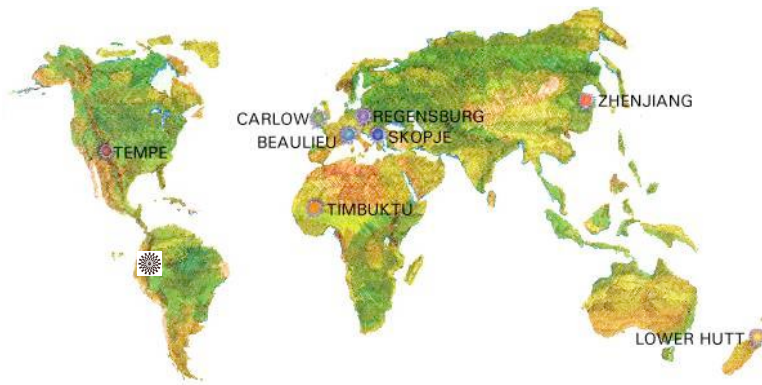
11. **RESUMÉ:** Please attach to this application a resumé showing educational background and teaching/work experience.  
(maximum 2 pages)

12. **PERSONAL/CANDIDACY STATEMENT:** Type in numerical order a short paragraph addressing each of the following:

1. What special interests and abilities do you have that would justify your selection?
2. What educational growth do you plan to attain from this exchange?
3. What experiences (educational, social, or recreational) can you offer for you and your potential guest?
4. How would this interaction affect your family?

13. **PHOTO:** Please attach a current photo. \_\_\_\_\_ (Sent to guest/hosting teacher)

**Principal / Headmaster's Signature** \_\_\_\_\_



## PROFESSIONAL EDUCATOR EXCHANGE AGREEMENT

I agree, if selected, to represent my Tempe community as an educator ambassador and visit Regensburg, Germany; Lower Hutt, New Zealand; Skopje, Macedonia; Trollhättan, Sweden; or Beaulieu-sur-Mer, France. Non-compliance with this agreement may cause forfeiture of participation in the Tempe Sister Cities Professional Educator Exchange.

Specifically, **I agree to do the following:**

1. I will *attend* **all** orientation sessions—**attendance mandatory**—which will be held prior to my departure. (This will better prepare you to deal with customs, traditions, and foods of the country to be visited and other matters relating to the Sister Cities program.) **Missing sessions will necessitate your removal from the educator exchange.**
2. I agree to join and actively participate in the Tempe Sister Cities Corporation (TSC) throughout the 2014-15 year, including working Oktoberfest the second weekend of October, 2014.
3. I agree to adhere to the Educator Exchange travel date schedule and **to depart and return to the U.S. as a group member.**
4. I agree that neither my spouse, my significant other, nor any other family member(s) or friend(s) will join me while I am on the exchange. Violating this part of the agreement will be grounds for **total reimbursement by the participant** of any and all costs incurred by the Tempe Sister Cities organization (plane fare, etc.).
5. I will be a considerate and responsible guest in the foreign home that I visit and will be a gracious and concerned host when my foreign guest visits Tempe. I understand that I must reciprocate in kind for my guest. My visiting teacher will be my priority while here. Flexibility makes this enjoyable for all those involved.
6. I will *adjust my schedule and attend ALL functions* that will be held/sponsored by the Tempe Sister Cities Professional Educator Exchange.
7. I will be available to give talks about the Tempe Sister Cities program and plan and promote the program for the following 2014-15 year.
8. I will file for my American passport by the end of January.
9. I understand that participants travel at their own risk. I will make individual arrangements for medical coverage, liability, and travel insurance. An additional travel/health insurance policy is recommended and available to you at minimal cost. (Contact coordinator for the country.)
10. **I will return to my district/school for the 2014-15 school year.**

**\*\*Please read carefully each item above to understand your commitment and obligation before signing.**

NAME : SIGNATURE \_\_\_\_\_  
(Applicant Please Print) (Applicant Please Sign)

DATE \_\_\_\_\_ SCHOOL \_\_\_\_\_

SIGNATURE \_\_\_\_\_  
**(Principal or Headmaster)**

Check Appropriate Box for School:     Public     Private     Parochial     Charter     Other