



# Teaching in Taiwan 2014-2015



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## Program Overview

### Introduction

In an effort to enhance the English learning environments for school-aged children, Taiwan Ministry of Education has been actively recruiting qualified American teachers to teach in K-9 public schools in Taiwan. The goals of the program are to broaden English immersion experiences of Taiwan's young minds and to establish inter-school relationships between the United States (US) and Taiwan.

Applicants with bachelor's or higher degrees and US teaching licenses are eligible to apply. Notice of acceptances will be sent to candidates after committee review process at the end of June. Taiwan Ministry of Education will facilitate an orientation in the middle of August to help teachers to gain better understanding of their prospective work and life in Taiwan. Benefits for teachers include subsidy of round-trip airfare, housing stipends, overtime pay, insurance, and monthly salary based on their educational background and teaching experiences. The intangible benefits to teachers include intimate exposure to the rich heritage and natural beauty of Taiwan as well as to the world-renowned cuisine and local delicacies.

### Duration

- 2014 to 2015 academic year (August 2014 to July 2015)
- Contracts may be renewed for the next academic year subject to agreements between teachers and schools

### Benefits

- Round-trip air tickets; airfare reimbursement up to NT\$40,000 (≅US\$1,300)/one-way/per teacher/one family member
- Monthly salary ranging from NT\$62,720 to \$73,025 (≅US\$2,000 to \$2,400) for up to twelve (12) months per year
- Overtime pay
- Accommodation rent allowance ranging from NT\$5,000 to \$10,000 (≅US\$160 to \$330)
- Insurance coverage
- Leaves, holidays and vacations
- Performance bonus up to one (1) month salary

\* Please note that benefits listed above are subject to applicable laws, regulations, and related provisions of the contract signed between teachers and schools.

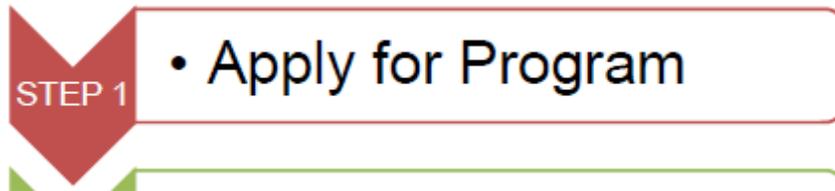
# Application Process for Teaching in Taiwan Program 2014

All applicants must be aware that there are different stages of applications to participate in the program, as indicated in the flow chart below.



# Application Step by Step

To help applicants be well prepared for different stages of applications, brief introductions are listed in each step indicated below.



- Applicants must:
  1. obtain a bachelor's or higher degree,
  2. be a certified teacher,
  3. commit to abide by the laws and regulations of Republic of China (Taiwan),
  4. be competent in interpersonal and communication skills,
  5. demonstrate understanding and be respectful of the local culture.
  
- Application period:

From March 1, 2014 to May 30, 2014
  
- Required documents include:
  1. Application Form
  2. Three Letters of Recommendation
  3. **Current** Resume
  4. Transcript
  5. Diploma
  6. **Current Arkansas** Teaching License
  7. U.S. Passport
  8. Health Check Report
  9. Criminal History Record Information
  
- The application package **must be received** at the following address no later than **Friday, May 30, 2014.**

Arkansas Department of Education  
Michael Rowland, Program Advisor  
Four Capitol Mall, Room 107-A  
Little Rock, Arkansas 72201

STEP 2  
• Notice of Acceptance

- A notice of acceptance will be sent via e-mail to each candidate at the end of June, 2014.
- After receiving the notice of acceptance, candidates will have to submit school placement preference forms, which will be attached to the notice of acceptance.

STEP 3  
• Apply for Work Permit

- Candidates should be fully aware of the work permit application requirements regulated by the **Council of Labor Affairs, R.O.C. (Taiwan)**.
- The Education Division of TECO-Houston will assist candidates in passing along the work permit applications\* to Taiwan.

*\* The Teaching in Taiwan Program application and work permit application may share partial documents excluding application form. Thus, photocopies of the program application package will be passed to the Council of Labor Affairs, R.O.C. (Taiwan) by the Education Division of TECO-Houston for work permit application. However, candidates must provide additional documents, if required.*

STEP 4  
• Apply for Resident Visa

- Candidates may visit website of the **Bureau of Consular Affairs, Ministry of Foreign Affairs** for Resident Visa application.
- Candidates may visit the website of the **Taipei Economic and Cultural Representative Office in the U.S.** for information on different Consular Division of Taipei Economic and Cultural Offices throughout U.S. They are located in Atlanta, Boston, Chicago, Guam, Houston, Honolulu, Kansas, Los Angeles, Miami, New York, San Francisco, and Seattle.

- After receiving the work permit, candidates must prepare the Resident Visa application.
- Candidates must submit their Resident Visa applications directly to the nearest Consular Division of Taipei Economic and Cultural Office, in which State they belong.

## STEP 5 • Flight to Taiwan

- Candidates must make arrangement of their flight itinerary in order to arrive in Taiwan on the designated date to receive airport pick-up services provided and to participate in the orientation facilitated by Taiwan Ministry of Education.
- Taiwanese government will provide candidates with round-trip air tickets and the airfare shall be reimbursed. Please note that the airfare reimbursement detail is subject to the Employment Contract, which will be distributed to teachers ONLY AFTER the orientation held in Taiwan in the middle of August.

## STEP 6 • Attend Orientation

- Taiwan Ministry of Education will facilitate orientation in the middle of August upon teachers' arrival in Taiwan.
- Information of the orientation will be distributed to teachers before their departures to Taiwan.
- The agenda of the orientation may include:
  1. introduction of life in Taiwan,
  2. suggestions to foreign teachers,
  3. hot topics for foreign teachers (e.g. tax, housing, cell phone, driver's license, etc.),
  4. differences between Taiwan and USA,
  5. short lesson of survival Chinese,
  6. suggestions of teaching English in Taiwan (e.g. lesson plan, classroom management, etc.),
  7. excursion to cultural sites,

8. signing of Employment Contract.



STEP 7 • Sign Contract

- The Employment Contract will be distributed to teachers ONLY AFTER the orientation held in Taiwan in the middle of August.
- The contents of the Employment Contract is as listed below:
  1. Employment
  2. Term of Probation and Term of Employment
  3. Duties and Obligations
  4. Salary and Other Benefits
  5. Leave, Regular Holidays, and Application for Additional Leave
  6. Taxation
  7. Part-time Job
  8. Intellectual Property
  9. Confidentiality
  10. Return of Property of Party A
  11. Force Majeure and Other Indemnifications
  12. Default of the Contract
  13. Termination
  14. Amendments to the Contract
  15. Notices
  16. Severability
  17. Disputes Resolution
  18. Interpretation
  19. Other Covenants
- The employment contract may be renewed after first year of teaching upon the consent of both teacher and school or local government.