

# PROJECT OVERSEAS 2023



## APPLICATION FORM

Completed applications are to be **sent to your provincial or territorial teachers' organization**. Please contact your Member Organization for additional requirements and deadline information for Project Overseas (PO).

Name as it appears in Canadian passport: ( <i>Underline your preferred name</i> )	
Date of birth:	
Home address: City:	Prov./Terr. and postal code:
Name of, and distance (km) from, the nearest airport:	
Preferred phone number:	Alternate phone number:
Preferred email address:	Alternate email address:
Present position:	If retired, please state month/year of retirement:
School name:	School board:
Principal's full name:	Superintendent's full name:
Principal's email address:	Superintendent's email address:
School address:	School board address:
School phone number:	School board phone number:

Date of last day of the 2022-23 school year:

Latest date by which you must arrive home following the PO assignment:

Date of first day of the 2023-24 school year:

Please attach a photocopy of pages 2-3 of your Canadian passport to this form or provide proof of your passport application.

CTF/FCE PROJECT OVERSEAS (PO) EXPERIENCE

Have you previously participated in PO?    Yes ☐                      No ☐

If yes, in which year(s)?

In which country(ies)?

TEACHING BACKGROUND (Beginning with most recent)

School and location	Position	Grades taught	When From – to

ACADEMIC BACKGROUND AND PROFESSIONAL DEVELOPMENT (Beginning with most recent)

Institution / University and location	Degree / Program	When From – to

## TOPICS OF INTEREST / COMPETENCE

As we are intentionally moving away from subject-specific areas of instruction, we ask that you list NOT the subjects you feel comfortable teaching, but INSTEAD those educational topics you could address which would be relevant at any grade level and in any curriculum area. These might include, but are not limited to: instructional leadership, child-centred pedagogy, discipline with dignity, assessment for/of/as learning, counselling, unionism, inclusion, etc.

## LANGUAGES

**First language**                      English ☐                      French ☐                      Other (specify):

**If you have fluent French skills, would you be willing to accept a placement in a Francophone country, working in French?**    Yes ☐                      No ☐

## OUTLINE YOUR INVOLVEMENT IN YOUR TEACHER ORGANIZATION / UNION

**OTHER RELEVANT EXPERIENCE (e.g., Development cooperation, intercultural projects, volunteerism). PLEASE LIST AND DESCRIBE EACH EXPERIENCE.**

## **SECTION A:**

**PLEASE RESPOND TO THESE QUESTIONS IF YOU HAVE NEVER PARTICIPATED IN PROJECT OVERSEAS:**

**Why do you wish to participate in Project Overseas (PO)?**

**What comes to mind when you think about PO?**

**What skills, attitudes, and experiences do you have that make you a suitable candidate for PO?**

**What do you hope to gain from a PO experience, both personally and professionally?**

**What is most important for you to share about Canada? What would you most hope to learn about your host country?**

**Should you be selected, identify what you think might be a significant personal challenge for you. How might you handle it?**

**Describe both a reward and a challenge you have encountered when working with adults.**

**Should you be successful, you will be placed on a team. How will you contribute to a positive team dynamic?**

**Please share with us anything else you feel is relevant and important to this application.**

**IF YOU WISH TO BE CONSIDERED AS A TEAM LEADER, PLEASE COMPLETE SECTION C.**



## **SECTION B:**

**PLEASE RESPOND TO THESE QUESTIONS IF YOU HAVE ALREADY PARTICIPATED IN AT LEAST ONE PO PROJECT:**

**Why do you wish to participate in Project Overseas (PO) again this year?**

**What comes to mind when you think about PO?**

**How might your past PO experience change your approach to PO this time?**

**Recalling your past PO experience, what did you gain personally and professionally?**

**What is most important for you to share about Canada? What would you most hope to learn about your host country?**

**If selected, identify what you think might be a significant personal challenge for you. How might you handle it?**

**Regarding your past PO experience, identify a personal challenge you encountered, and explain how you addressed it.**

**Relate a past PO experience which demonstrates your ability to work professionally with other team members, co-facilitators and others.**

**Recall a situation from a past project which may or may not have involved you. Describe what happened, and whether or not you agree with how things were handled.**

**Please share with us anything else you feel is relevant and important to this application.**

**IF YOU WISH TO BE CONSIDERED AS A TEAM LEADER, PLEASE COMPLETE SECTION C.**

## **SECTION C:**

**YOU MUST COMPLETE THESE QUESTIONS IF YOU ARE INTERESTED IN BEING A TEAM LEADER.**

<b>Why do you wish to be a Project Overseas (PO) team leader?</b>
<b>What do you believe are the top two (2) responsibilities of a PO team leader?</b>
<b>Why do you think you are well suited to be a team leader?</b>
<b>What might you do as a team leader to promote positive personal and professional experiences for your team members?</b>
<b>How will you foster respectful intercultural exchange?</b>
<b>As a team leader, what challenge might you face that you would not experience as a team member? How would you handle it?</b>
<b>How will you foster effective relationships between your team members, and union colleagues and others with whom you will work?</b>
<b>Team dynamics can “make or break” a PO project. How will you cultivate positive team dynamics?</b>



**HEALTH: Project Overseas can be a very demanding experience and may require physical stamina and mental resilience. Therefore, it is important for you to assess and be cognizant of your own level of preparedness.**

**How do you assess your physical health?**      Excellent ☐      Good ☐      Fair ☐      Poor ☐

If other than "excellent", give details:

**How do you assess your mental health?**      Excellent ☐      Good ☐      Fair ☐      Poor ☐

If other than "excellent", give details:

**Do you require any type of accommodations to participate in PO?**    Yes ☐      No ☐

If yes, please specify:

**Do you have any allergies and/or dietary restrictions?**    Yes ☐      No ☐

If yes, please specify:

## REFERENCES

Please provide the names and contact information of three people who can serve as references:

1	<b>Name and relationship to you:</b>	
	Email:	Phone:
2	<b>Name and relationship to you:</b>	
	Email:	Phone:
3	<b>Name and relationship to you:</b>	
	Email:	Phone: C

## ACKNOWLEDGEMENT

As a PO applicant:

- ☐ I confirm that I will have taught in Canada for five full years before the PO assignment begins.
- ☐ I accept that I may be assigned to any country where the CTF/FCE has a PO partnership, and that I cannot choose my placement or my team.
- ☐ I understand that, while the CTF/FCE makes every effort to assign successful applicants in accordance with their skills and experience, PO participants may be assigned to co-plan and co-facilitate professional development workshops on any theme/topic.
- ☐ I understand that PO participants are bound by local laws in the country of assignment as well as by codes of conduct of the CTF/FCE and of their own provincial/territorial teacher organizations, and by the CTF/FCE Policy on Protection from Sexual Exploitation and Abuse.
- ☐ I accept that, for budgetary and safety reasons, PO participants may be expected to share accommodations, both in Canada and while on assignment overseas. I accept that PO participants must reside at the assigned team accommodation during the entire program, including during the orientation in Ottawa, unless otherwise arranged in consultation with the CTF/FCE.
- ☐ I accept that PO assignments may include exposure to risks and the potential to contract diseases not present in Canada, and that medical facilities and services in the country of assignment may not be as accessible or of the same standard as those in Canada.
- ☐ I acknowledge and agree that the CTF/FCE's insurer may refuse to cover medical costs related to any injuries sustained during the PO assignment if they result from a high-risk physical activity.
- ☐ I have provided the personal information in this application form voluntarily to my provincial/territorial teacher organization and to the CTF/FCE for the purpose of applying as a participant in PO. I know that, if I am selected as a participant in PO, the personal information in this application form will be kept on file at the CTF/FCE for the sole purpose of my involvement in PO.
- ☐ I **accept** that family and friends are not permitted to accompany PO participants during a project, including during the orientation in Ottawa.

To confirm the above statements, please type your name in full at the signature line below.

Signature: \_\_\_\_\_

Date \_\_\_\_\_

### Also see:

- Information for Applicants

- Frequently Asked Questions
- CTF/FCE Policy on Protection from Sexual Exploitation and Abuse and the Code of Conduct