

# **Taiwan Visiting Chinese Language Lecturer/ Teaching Assistant Program**

## **Background:**

Taiwan is world-renown for Chinese language teaching and learning. In order to promote international educational exchange, the Ministry of Education (MOE) in Taiwan, in cooperation with the educational institutions around the world, sponsors the “Taiwan Visiting Chinese Lecturer/ Teaching Assistant Program.”

This program encourages the professional Chinese language lecturers/ teaching assistants from Taiwan to teach at schools overseas. All the lecturers have attained undergraduate or postgraduate degrees, as well as certificates for teaching Chinese as a foreign language, issued by the Ministry of Education in Taiwan. Teaching assistants are currently enrolled full-time in university or college with Teaching Chinese as a Second Language major in Taiwan.

## **The general practice of the program is outlined as follows:**

### **I. Application Procedures:**

Interested educational institutions should submit an official request letter and the Information Form (Attachment 1) for the program to the nearest Education Division of the Taiwan representative office (TECO). All the requests will be forwarded to the Ministry of Education in Taiwan for approval. The Information Form should include the following details: job description with qualifications, Chinese program overview, curriculum, teaching hours, salary, period of employment, application deadline, etc. Upon approval from the Ministry of Education, the request for eligible Chinese lecturers will be forwarded to the Association of Teaching Chinese as a Second Language (ATCSL) for selection and recommendation. The recommended candidates' applications will then be sent to the inquiring institutions for approval. If possible, interviews may be arranged in Taiwan via phone or over the internet, for example. The whole process of the recruitment, including the U.S. Visa application for the Taiwan visiting lecturer, may take four months or more.

### **II. Provisions from the Participating U.S. Educational Institutions**

Lecturer:

- (1) Competitive salary (determined as needed in accordance with teaching load, candidate experience and/or local standards of living)

- (2) Standard benefits (e.g. medical, dental insurance)
- (3) Assistance in the teacher's U.S. visa application

Teaching Assistant :

- (1) Accommodation and meals
- (2) Standard benefits (e.g. medical, dental insurance)
- (3) Assistance in the teacher's U.S. visa application

## **II. Grant from the Ministry of Education:**

The grant from the Ministry of Education includes:

Lecturer:

- (1) Round-trip airfare (One time, up to USD\$1,530).
- (2) Living allowance of up to USD\$1,200 per month.
- (3) USD\$300 for educational materials (One time).

Teaching Assistant :

- (1) Round-trip airfare (One time, up to USD\$1,530).
- (2) Living allowance of up to USD\$600 per month.

## **IV. Other**

For lecturers, the grant is initially for one year but can be extended for a second year for the same person if amenable to both parties. However, for TAs, the grant can NOT be extended for the same person.

## **V. For further information, please contact:**

Education Division, TECO in Chicago

E-mail: [ylin8@mail.moe.gov.tw](mailto:ylin8@mail.moe.gov.tw)

Tel: +1 (312) 616-0805; Fax: +1 (312) 297-1309

## Attachment 1

<b>Overseas Mandarin Teacher from Taiwan Information Form</b>	
Country	United States of America
Cooperating school / district (include information)	
Person-in-charge	
Number of teachers to be invited	
Applicant qualifications (including TOEFL scores, teacher certification, any other certifications)	
Period of employment	
Salary provided by cooperating school (before / after taxes)	
Benefits provided by cooperating school (i.e. health insurance, accommodation, training opportunities, tax-exemption)	
Past subsidies received from Ministry of Education, Taiwan	
Course content and teacher requirements (including teaching materials, teaching hours per week and administrative support)	
Students	

Applicant's required information	
Contact person / method of contact	
Notes	

Education Division, TECO in Chicago 55  
W. Wacker Dr.,# 1200, Chicago, IL60601  
TEL: +1 (312) 616-0805;  
FAX: +1 (312) 297-1309