



## KIIS FACULTY APPLICATION (TEACH ABROAD) – SAMPLE FORM

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### **INSTRUCTIONS**

- Discuss your intention to apply to teach abroad with your academic supervisor
- Contact your college/university's Study/Education Abroad office to help familiarize yourself with rigors of international education.
- Review the sample questions below which are asked during the [online KIIS Faculty Application](#).

### **COURSE PROPOSALS** (Summer faculty teach two courses; Winter faculty teach one course)

- Faculty may submit new/original course proposals, use existing KIIS courses or view the WKU course listings.
- *Note:* Accepted faculty are expected to provide their syllabi to KIIS (Summer Faculty = Oct. 15; Winter = March 15)

#### 1. Proposed Course #1 Title:

Course #1 Description (50-80 words): *See sample course descriptions on page 2*

#### 2. Proposed Course #2 Title:

Course #2 Description (50-80 words): *See sample course descriptions on page 2*

- #### 3. Proposed Course Subjects (e.g. Art, Biology, History, etc.). Faculty should be credentialed in academic discipline (Faculty with a Master's Degree must have at least 18 hours of graduate work in academic discipline to teach abroad).

### **ADDITIONAL COURSE INFORMATION & RECRUITMENT**

1. In crafting your above course proposals, please consider:
  - a) the advantages of teaching your proposed courses at the particular KIIS program site(s). Please discuss how you would use the international program site to enhance your teaching, excursions, etc.
  - b) how your courses may help students satisfy their major and/or general education requirements at your institution and other schools within the [KIIS consortium](#).
2. Do you have any contacts abroad that may be willing to contribute to your classes as guest lecturers or lead class excursions?
3. Do you require any equipment, materials, classrooms, internet, special assistance, etc. for your proposed courses?
4. A cornerstone of successful recruiting is the ability of faculty to publicize their respective KIIS program/courses (typically faculty recruit between 6-8 students for their program). Briefly describe your recruitment plans/strategies.

### **TRAVEL BACKGROUND**

1. Are you familiar with the KIIS country in which you wish to teach? Please describe your experience.
2. If you have not previously traveled to this country, describe how you plan to acquire the necessary knowledge/information to maximize the effectiveness of your courses.
3. Do you know or do you plan to study the language(s) of the host country?

### **FUTURE TRAVEL PLANS**

1. Do you plan to be abroad for any lengthy period of time in the upcoming academic year (e.g. on sabbatical or a

Fulbright, or other off-campus projects)?

2. KIIS aside, have you applied to teach, or will you be teaching, on another study abroad program in the coming academic year?

**This completes the application. The material below is for your information only.**

**SAMPLE COURSE DESCRIPTIONS** (see Section one above)

- To view additional course titles and descriptions visit <http://www.kiis.org/go/COURSES.php>.
- Please keep course descriptions to 50-80 words.

**BUSINESS / MANAGEMENT:**

**International Business**

This course is an overview of basic managerial functions performed by organizations doing business internationally. It helps students develop an understanding of international business issues, cultural competencies, and business skills necessary for engaging in the global marketplace. Special emphasis is given to studying the relationship between Canada and the United States, especially as it relates to NAFTA and international commerce.

**ENGLISH**

**Warrior Poet In Japanese Literature**

This course will focus on two parallel traditions-one associated with the warrior, the other with the poet in Japanese literature. We will briefly consider Heian period models, and then move to the 20th and 21st centuries. We will study texts from each tradition before treating the central figure, Mishima Yukio, whose oeuvre represents the union of the warrior and poet aesthetics. Finally, we will consider trends in contemporary Japanese fiction as exemplified by authors such as Murakami Haruki.

**HISTORY:**

**Denmark: Viking Age to Modern State**

Though in recent times a tiny nation, Denmark has often played a pivotal role in world affairs. This course will look at the broad sweep of Danish history, concentrating heavily on the country's notorious Viking past. Students will explore the country's rich collection of Viking sites, including restored villages, reconstructed ships, and well-stocked museums. Then, we will examine Denmark's transition to a medieval Christian kingdom and subsequently to a modern state. The course also explores life in Denmark under Nazi occupation.

**NURSING / PUBLIC HEALTH (cross-listed):**

**Women's Health in Tanzania**

We look at women's health in Tanzania throughout the lifespan, how it is affected by cultural, religious and socioeconomic factors (such as sexual discrimination and the use of traditional healers). We examine selected health problems which are particular for Tanzanian women such as female circumcision, high fertility rate, high maternal mortality, low contraceptive use and domestic violence. This course utilizes a holistic perspective and will be coordinated with visits to hospitals, clinics, and meetings with doctors, nurses and other health professionals.

**See next page for Faculty FAQs**

## **FACULTY FAQs**

### **1. Faculty application deadline:**

- For Winter 2018-2019 KIIS programs: November 15, 2017.
- For Summer 2019 KIIS programs: March 1, 2018.

### **2. Acceptance notification date:**

- Winter Faculty applicants will be notified in January of each year.
- Summer Faculty applicants will be notified in May of each year.

**3. What is the likelihood I will be accepted?** Statically, around 55% (that number is higher for some programs and lower for others). Each year, we receive more (excellent) faculty applications than positions available. Since we cannot accept all applications in a given year, we encourage faculty not selected to apply again for the following Winter and/or Summer.

**4. Faculty flight options:** Faculty have the option of flying with the group or flying independently. Please click [here](#) for more info.

**5. Where can I locate the KIIS Database?** To access the KIIS database, click any “Apply Now” or “Database Login” button at [kiis.org](http://kiis.org) or go directly to <http://webapps.wku.edu/kiis/admin/index.php?fuseaction=auth.notLoggedIn>

### **6. How do I set up a Faculty Account and Application in the KIIS Database?**

- First create a username and password
- Second complete your profile
- Once your profile is complete, select “My Applications and Supporting Documents”
- Click the “+” sign to select your desired KIIS program.
- Once you have a KIIS program listed with your account, complete the following items: Upload a PDF of your CV, Complete Part 1 (Proposed Courses), Part 2 (Supplemental Info) and then enter your Faculty Supervisor Information. Part 3 (Additional Programs) is an optional section (see question #7 below).

**7. Can I apply to more than one KIIS Summer program?** Yes. You will create a general “Profile” and then select one program in the [MyKIIS database](#). To indicate interest in multiple KIIS programs for a specific term, complete “Part 3: Additional Programs(s)” within your desired first choice application. In the Part 3 section, you will be asked to enter your course proposals and descriptions (note: please tweak your course titles and descriptions to fit the new program location). Please do not create separate applications for each program of interest.

**8. Should I notify my academic supervisor?** Yes, and please provide him/her with a copy of your answers to the KIIS Faculty Application Questions (page 1 above). After you submit your online application, KIIS will contact your academic supervisor. He or she must approve of your decision to teach abroad with KIIS. Please also notify your home institution’s [Study/Education Abroad Director](#) or equivalent.

**9. KIIS Faculty orientations:** All Faculty accepted to teach on a KIIS program, are required to attend two KIIS faculty orientations:

- [Winter 2018-2019 Faculty](#) must attend an April orientation in Bowling Green, KY and a November program-specific orientation in Elizabethtown, KY. To view orientation dates, click [here](#).
- [Summer 2019 Faculty](#) must attend a September faculty orientation in Bowling Green, KY and an April faculty and student orientation in Bowling Green, KY. To view orientation dates, click [here](#).

### **10. When am I expected to provide KIIS with my syllabi?**

- Accepted Winter Faculty: by March 15.
- Accepted Summer Faculty: by October 1.

- To view past KIIS syllabi, visit the [KIIS Courses](#) page.

[Note: in accordance with WKU policy, KIIS does not use a plus/minus grading system]

**11. Is Health Insurance provided for Faculty members?** Yes, KIIS purchases Health Insurance for all of its faculty members. Click [here](#) to view the Health and Safety page and click [here](#) to view the KIIS Insurance policy. If bringing a family member, faculty are required to purchase the same insurance for each family member joining them abroad.

**12. Additional Questions:** Visit [www.kiis.org](http://www.kiis.org) (notably the [KIIS Faculty](#) page) or contact Rebekah (see below).

#### **QUESTIONS?**

- Contact Rebekah at [rebekah.golla@wku.edu](mailto:rebekah.golla@wku.edu) or 270-745-2187 or 270-779-8091
- Contact the [KIIS Program Director](#) of your selected program(s)
- Contact the [KIIS Campus Representative](#) at your college/university
- Visit [www.kiis.org](http://www.kiis.org)