



TSFL 2700

Department: TFSL

Course: TSFL 2700

Title: Job Search Resources

Catalog Description:

This course is intended for students nearing the end of their professional training in TSFL. It will provide information about and practice in the process of finding rewarding work in the field of language teaching, particularly overseas.

General Education Requirements: N/A

Semesters Offered: Spring

Credit/Time Requirement: Credit: 1; Lecture: 1; Lab: 0

Clock/Hour Requirements: 0

Offered for Non-Credit: No

Prerequisites: N/A

Corequisites: N/A

Justification:

The process of finding a job in the field of language teaching, particularly an overseas position, is one which requires knowledge and use of resources not commonly available. This course, which is unique among language teaching programs, will present those resources and other related information, as a body of knowledge which the students can use to secure meaningful employment at the completion of the TSFL program. It is an important part of our obligation to our students to make this kind of information more readily available to them. This course is a requirement for the Teaching Second and Foreign Languages emphasis.

Student Learning Outcomes:

Upon successful completion of this course, students will have acquired the tools and the skills necessary to find a TSFL job as efficiently and as quickly as possible after completing the TSFL program. They will be acquainted with the information sources available to those seeking employment as language teachers, particularly overseas employment.

Content:

Students will be introduced to resources used by language specialists to find employment. Using these resources as a starting point, students will plan, develop, and execute their own job searches. Specific activities will include research into the economy, living conditions, and geography of desired teaching locations. Students will learn how to collect and organize information about potential employers. They will learn to write

effective letters of inquiry, resumes, and follow up correspondence. Practice interviews will also be a part of the course.

General Education Outcomes:

4) Retrieve, evaluate, interpret, and deliver information through a variety of traditional and electronic media.

Students will collect and organize information about potential employers using the Internet, appropriate industry journals, and other sources. Students will write a summary of method(s) used for research and receive peer and instructor feedback.

Key Performance Indicators:

At the instructor's discretion, the following criteria will be used for the purpose of assessment:

Attendance	15-25%
Homework	15-25%
Quizzes	15-25%
Tests	15-25%
Portfolio	15-25%

Percentages are approximate.

Representative Text and/or Supplies:

- There will be no required text for this course. Sources used will be select articles from relevant periodicals such as:
 - *Transitions Abroad International Educator* and *TESOL* publications, current editions.

Optimum Class Size: 12

Maximum Class Size: 20

Signatures:

I hereby submit this course syllabus:

Diane Ogden, MA, Associate Professor

I hereby find this course consistent with the goals and resources of the TFSL Department:

, , , Chair

I hereby find this course consistent with the goals and resources of the Division:

Amber Epling, MSN, Associate Professor, Dean

I have discussed the need for library resources related to this class with the person submitting the syllabus:

Lynn Anderson, MLIS, Technical Services Librarian (Main Campus)

Michelle Olsen, MLS, Campus Librarian (Richfield Campus)