

A photograph of four students sitting around a table in a library, looking at a laptop and papers. The background is filled with bookshelves. A semi-transparent blue diagonal overlay is present on the left side of the image.

MENTORA COLLEGE

- TEACHER PROFILE •

Paid, Volunteer and Intern Teachers Needed for AP
and ESL Courses in Ulaanbaatar, Mongolia



OUR MISSION

The mission of Mentora College is to develop in our students the creative minds and ethical spirits needed to contribute wisdom, compassion, and leadership to a global society. Through rigorous English language study, effective educators lead our students through a challenging curriculum and inspire them to take responsibility for their own learning. We are committed to the highest standards of academic excellence, and we dedicate ourselves to sustaining an institute in which the faculty, staff, and students representing diverse, international cultures and experiences bring about the development of the personal knowledge, attitudes, and skills essential for lifelong learning.

OUR STUDENTS

Ages 16 through 20



OUR CLASSES

Geometry, World History, Mathematics and Chemistry

ROLES AND RESPONSIBILITIES

1. Instruct AP English and English as a Second Language (ESL) classes in intensive, private tutorials / substitutions.
2. Prepare thorough lesson plans in advance of class.
3. Complete all lesson / class related forms in class binder.
4. Conduct field trips and labs within class hours as indicated on syllabi.
5. Complete all exam scores and update student grades and attendance by the end of the final testing day of each session.
6. Read and follow all Mentora College policies and procedures as explained in the Employee Handbook.
7. Complete all forms and requests according to policies and procedures in a timely manner
8. Attend teachers' meeting once per month.
9. Complete a minimum of 1 pre-approved professional development activity for every 4 months of employment
10. Submit professional development documents, certificates and any change of status forms to Academic Director to keep personnel file current.
11. Support academic program through administrative tasks and/or training in place of teaching on an as needed and/or requested basis when opportunities are available.

CORE COMPETENCIES

Maintain Current Knowledge

Align Objectives and Methodologies

Manage Learning Environment

Appropriate Teaching Strategies

Provide Student Feedback in a manner that Supports Learning

Assess and Evaluate

Communicate and Present

Organize and Prepare Interpersonal Skills

TYPES OF TEACHERS / REQUIREMENTS

Paid Teachers



DURATION. Minimum 12 month commitment required.

EXPERIENCE. AP Certification required for AP teachers with one year of experience. ESL Certification required for ESL teachers. Two (2) years experience w/ bachelor's degree and one year with graduate degree. A CELTA or comparable TEFL teaching certificate. TESOL, TESL Certification and English Proficiency.

EDUCATION. Bachelor's degree from an accredited school. Master's preferred. College degree required and graduate degree required

Interns



DURATION. Minimum 3 Session Commitment Required / Summer.

EXPERIENCE. Bachelors Level Juniors and Seniors. OR Graduate Level students.

EDUCATION. Must be from an accredited university or college.

Volunteers



DURATION. Minimum 4 Session Commitment Required.

EXPERIENCE. Bachelors Level Juniors and above. ESL Volunteer Teachers MUST have ESL Certification.

EDUCATION. Must be from an accredited university or college.

WORKING CONDITIONS

Background / Physical Checks Required. Visa Application MAY require medical check. Mentora College is an Equal Opportunity Employer and does not discriminate in any hiring, promotion or termination decisions.

BENEFITS

FULL-TIME PAID TEACHERS	INTERNS	VOLUNTEERS
<ul style="list-style-type: none"> Travel Expense Paid (R/T) once a year visit home 	<ul style="list-style-type: none"> Travel Expense Paid (R/T). 3 month Minimum Commitment Required. No home visits during stay covered. 	<p>Travel Expenses Paid Per Commitment Level.</p> <ul style="list-style-type: none"> 3-month Commitment – one way trip covered, extension will earn R/T travel, does not include additional travel. 6-month Commitment – 1 R/T covered, does not include additional travel. 12-month Commitment – 1st 2 volunteers R/T covered, One way travel covered after.
<ul style="list-style-type: none"> Medical Expenses Covered 	<ul style="list-style-type: none"> No Medical Expenses Covered 	<ul style="list-style-type: none"> No Medical Expenses Covered
<ul style="list-style-type: none"> Accommodations includes spouse and child(ren). 	<ul style="list-style-type: none"> Accommodations DOES NOT include spouse and child(ren). 	<ul style="list-style-type: none"> Accommodations DOES NOT include spouse and child(ren).
<ul style="list-style-type: none"> Spouses who volunteer 6 hours / day receives FREE Medical Insurance and Childcare. 	<ul style="list-style-type: none"> No Volunteer contingency for Medical Insurance and Childcare for spouses. 	<ul style="list-style-type: none"> No Volunteer contingency for Medical Insurance and Childcare for spouses.

HG Travel Visa REQUIRED. School will handle visa process. Processing times varies between 2-4 weeks. MUST be ready to travel and be onsite in Ulaanbaatar for January 1, 2019 start.

***R/T Airfare is Coach Class.**



ULAANBAATAR, MONGOLIA

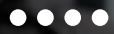
Ulaanbaatar is the capital of Mongolia. It has four seasons. It is in the Tuul River valley, bordering the Bogd Khan Uul National Park. It is a modern city with a vibrant conjunction of traditional and 21st-century lifestyles.

Things to do in Ulaanbaatar: Nightlife, Landmarks, Beatles Monument, Temples, Museums, Parks, Performances and Tours.

Life after Mentora. Mentora partners with the Mongolian Ministry of Education and Ministry of Foreign Affairs to help reward Interns and Volunteers with letters of recommendations as needed.



CONTACT US



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