

## VISA SPONSOR RESPONSIBILITIES

(State and provincial departments of education, school district or designated sponsor)

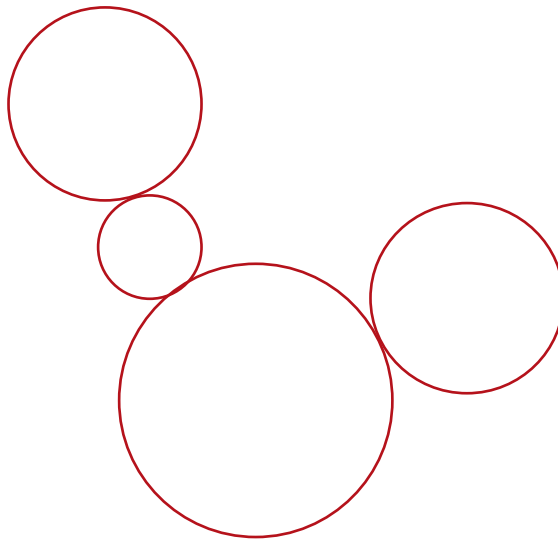
- To issue DS 2019 Forms for the U.S. J-1 Visa, Letter of support for the Canadian Work Permit.
- To provide teachers with information on legal conditions for participation in the program.
- To collaborate with the Ministry and participating school districts in obtaining and maintaining immigration documents required by the United States Department of State or the Citizen and Immigration in Canada.
- To serve as the J-1 visa sponsor for program participants.
- To enforce the requirements of the J-1 visa/Work Permit for teachers and their employers.

## SCHOOL DISTRICT RESPONSIBILITIES

- To provide the visiting teachers with logistic assistance and orientation upon their arrival and during their first weeks.
- To appoint a district representative to support teachers on their transition process.
- To process their teaching certificate applications as well as the visiting teachers' applicable salaries and benefits in accordance with their qualifications and teaching experience.
- To provide them with a school mentor and support during their first year.

## TEACHER RESPONSIBILITIES

- Provide materials, documents, plans, etc. requested by school district administration.
- Teach and behave according to the same rigor and standards as their local coworkers.
- Collaborate with their schools and departments on any initiative.
- Act as Spain's cultural ambassadors in their schools.



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Edita: © SECRETARÍA GENERAL TÉCNICA  
Subdirección General de Documentación y Publicaciones  
Edición: septiembre de 2015  
NIPO: 030-16-586-8



Visiting Teachers  
from Spain in the  
U.S.A. and  
Canada

Ministry  
of Education, Culture,  
and Sport

## THE PROGRAM

The Visiting Teachers from Spain Program is a cultural exchange program based on the cooperation between the education authorities of Spain and the U.S./Canada. The program, endorsed by the U.S. Department of Education Office, is sponsored by the Ministry of Education, Culture and Sports

of Spain (MECD), by state and provincial departments of Education, and school districts in more than 35 states and one province in Canada.

Hundreds of teachers participate in this cultural exchange every year.

## GOALS OF THE PROGRAM

The spirit of the program is cross-cultural understanding, and the enhancement of bilingual, dual-language, immersion, and world language programs.

The program:

- Connects communities from the U.S., Canada and Spain.
- Impacts the education and lives of students by increasing their learning opportunities.
- Fosters cultural acceptance and diversity.
- Increases the diversity of districts' personnel.
- Provides districts with the expertise and experience of international teachers and excellent language models.
- Gives Spanish teachers a unique opportunity for personal and professional growth.



## THE PROCESS

- Applicant teachers are prescreened by MECD. Their qualifications, credentials and experience are verified.
- State and provincial departments of education and school district representatives recruit teachers in Madrid or via videoconference/Skype.
- Selected teachers apply for a J-1 Cultural Exchange visa in the U.S. or a Work Permit in Canada.
- Teachers receive the teaching license or permit required for international teachers in each state and province.
- Their working status, renewal and salary conditions are equivalent to those of local teachers.

## CALENDAR

**October-February:** Districts should express their interest in the program to their Spanish education advisor in the U.S. or Canada.

**November:** Application period opens up for interested teachers in Spain.

Applicant teachers submit their résumé, qualifications and credentials.

**January-March:** MECD and its offices in the U.S. & Canada prescreen candidates who are certified in the areas and grades requested by recruiters.

**April:** Representatives from school districts and states/provinces participate in the 2 week recruitment in Madrid.

**April-June:** Selected teachers have their credential evaluations processed.

Visa sponsors initiate the process for teachers to apply for their J-1 visas/ Work Permit.

**July:** Selected teachers participate in the orientation organized by MECD.

Teachers travel to the U.S. and Canada.

## SPANISH EDUCATION OFFICE RESPONSIBILITIES

- Program coordination.
- Application and candidate screening.
- Recruitment process management on site in Madrid and on line via Skype.
- Ongoing support to districts, schools and teachers during the duration of the program (5 years maximum).

