

# J-LEAP 2023 Lead Teacher Application – PART ONE

**DEADLINE:** DECEMBER 1st, 2022

## **ATTENTION**

This application CANNOT be saved once started. It is recommended that responses and attachments be organized and prepared in advance by reviewing the PDF version of the application. If you close the window part-way through the application, you will have to start the process over from the beginning.

If the J-LEAP Assistant Teacher (AT) will work with you, the Lead Teacher (LT), at more than one school, please submit a copy of this form for EACH school.

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## --HOST ORGANIZATION INFORMATION--

### 1. Host Organization Name \*

Maximum of 50 characters. *Currently Used: 0 characters.*

### 2. School District \*

Maximum of 50 characters. *Currently Used: 0 characters.*

### 3. Is your school accredited? \*

### 4. Level \*

### 5. Administrator Name and Title \*

Maximum of 50 characters. *Currently Used: 0 characters.*

### 6. Lead Teacher (Applicant) Name \*

First Last

### 7. Host Organization Address \*

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

### 8. Host Organization Phone Number \*

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### ## ###

**9. Lead Teacher Cell Phone \***

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### ## ###

**10. Lead Teacher Email Address \***

**11. Email address associated with your Zoom account \***

Maximum of 50 characters. *Currently Used: 0 characters.*

**12. Will you be available to attend a five-day training, most likely near Seattle, WA in late July, 2023?**

**NOTE: Training attendance is required. \***

**13. Are you the only Japanese language teacher at your site who will work with the Assistant Teacher (AT)?**

If "No", please complete the [Additional Japanese Teacher Info Form](#) for EACH Japanese Teacher who will work with the AT. \*

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**--LEAD TEACHER INFORMATION--**

**14. How many years have you taught at your current school? (minimum one full year) \***

**15. How many years in total have you been teaching Japanese? (minimum one full year) \***

**16. Are you a native speaker of Japanese? \***

**17. If "No", how many years have you been studying the Japanese language?**

**18. How many years have you been involved in Japan-related activities? \***

**19. What professional development workshops/training programs have you participated in within the last five years?**

Please include the approximate date(s) of participation for each workshop/training program: \*

Maximum of 500 words. *Currently Used: 0 words.*

20. How many Assistant Teachers (ATs) or interns have you worked with in the past? \*

21. How many other adult TAs or interns do you plan to have in the classroom during the Academic Years 2023–2025? \*

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--SCHOOL INFORMATION--

22. When is the first teacher work day of the Academic Year (AY) 2023–2024? \*

/  /    
MM DD YYYY

23. When is the last teacher work day of the Academic Year (AY) 2023–2024? \*

/  /    
MM DD YYYY

24. What year was the Japanese language program introduced at your school? \*

Enter 4 digits. *Currently Used: 0 digits.*

25. How many levels of Japanese language classes are available at your school? \*

Minimum value of 1.

26. Please share the following information for each level of Japanese offered at your school.

Enrollment in 2022–2023: \*

Anticipated Enrollment in 2023–2024: \*

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## 27. What materials are used in your school's Japanese program?

If a level below does not apply to you, please answer "N/A."

### Level 1 \*

Maximum of 100 characters. *Currently Used: 0 characters.*

### Level 2 \*

Maximum of 100 characters. *Currently Used: 0 characters.*

### Level 3 \*

Maximum of 100 characters. *Currently Used: 0 characters.*

### Level 4 \*

Maximum of 100 characters. *Currently Used: 0 characters.*

### Level 5 or AP/IB \*

Maximum of 100 characters. *Currently Used: 0 characters.*

### Exploratory or Elementary programs \*

Maximum of 100 characters. *Currently Used: 0 characters.*

## 28. Have budget cuts impacted the Japanese language program at your school? \*

## 29. If "Yes", please explain how.

Maximum of 300 characters. *Currently Used: 0 characters.*

## 30. Does your school administration show support for growing the Japanese language program? \*

## 31. Is your Japanese language program in danger of being cancelled within the next two to three years? \*

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## 32. Resume/CV

Attach a copy of your current resume (no reference page necessary).

### Attach Resume: (Last Name – Resume) \*

No file chosen

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--OPEN-ENDED RESPONSE QUESTIONS--

The following items must be addressed by the Lead Teacher (LT).

**33. Please write a self-introduction. (500 word max.) \***

Maximum of 500 words. *Currently Used: 0 words.*

**34. J-LEAP is a co-teaching program with an emphasis on meeting the challenge of ACTFL's recommendation for 90% target language use. Provide some examples of how you have adjusted your teaching to increase the use of the target language in your classroom. (500 word max.) \***

Maximum of 500 words. *Currently Used: 0 words.*

**35. What do you think the Assistant Teacher (AT) will learn from teaching with you? (500 word max.) \***

Maximum of 500 words. *Currently Used: 0 words.*

**36. What types of professional development opportunities are you seeking in order to further develop your teaching? (500 word max.) \***



Maximum of 500 words. *Currently Used: 0 words.*

**37. Provide some examples of team-teaching and/or mentoring experiences you have had in the past. (500 word max.) \***



Maximum of 500 words. *Currently Used: 0 words.*

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**DEADLINE: THIS APPLICATION MUST BE SUBMITTED BY DECEMBER 1st, 2022.**

Thank you and congratulations! You have completed the first part of the J-LEAP Lead Teacher application. You will hear from us soon. If your application is accepted, we will invite you to fill in Part Two of the application.

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If "Other" please explain:

2. What is the estimated number of scheduled work days you anticipate being absent during the Academic Year 2023-24 (including sick days, maternity/paternity leave, professional conferences, etc.) ? \*

Maximum of 300 characters. *Currently Used: 0 characters.*

3. During a normal week, how often do you realistically think you will be able to meet with your Assistant Teacher (AT) to make and discuss lesson plans? \*

4. As a Lead Teacher (LT), you are required to find a family to host the Assistant Teacher (AT) from the last day of Arrival Training until November 30 . It is therefore, recommended to look for a back-up host family in addition to the primary host family.

Have you already spoken with any prospective host families as part of this application? \*

If "No", please share two strategies you plan to use to find a host family.

Strategy 1

Maximum of 200 characters. *Currently Used: 0 characters.*



Strategy 2

Maximum of 200 characters. Currently Used: 0 characters.

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--COMMUNITY INFORMATION--

Assistant Teachers (ATs) are typically required to have driver's licenses.

5. Select below which describes your local situation most accurately. \*

(Select one)

If "Other", please explain.

6. Are there any weather related driving conditions of which the AT should be aware? \*

(Select one)

If "Yes", please explain.

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--CURRICULAR MATERIALS--

7. Attach a sample unit plan and lesson plan from the same unit. Include outcomes and sample activities.

Attach Sample Unit Plan: (Last Name - Unit Plan) \*

No file chosen

Attach Sample Lesson Plan: (Last Name - Lesson Plan) \*

No file chosen

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--VIDEO CLIP--

You must submit a video file of yourself teaching a portion of the lesson plan you attached above. Please **do not** edit the video. Remember to set the video as **UNLISTED** when uploading to YouTube.

If you encounter technical difficulties, visit the [YouTube Help Center](#) first. If the technical difficulties you are experiencing continue,

feel free to contact [jleap@laurasian.org](mailto:jleap@laurasian.org) or call 206-367-2152.

Videos must show a continuous, 20-minute flow of you teaching (input), **as well as** students engaging in the facilitated activities (output). If you are currently teaching remotely, please share a screen recording of a synchronous lesson. If you currently have an assistant, include the assistant in the video so that screeners may observe how you incorporate an assistant into your lessons. If you are teaching in person, please pan your classroom once to show the classroom layout. Please do your best to make the input and output audible.

Although this video is part of the application process, if selected, your Assistant Teacher will be shown this video for them to get a sense of your teaching style and classroom atmosphere. **Retain a copy of this video file for your records.** If you are asked to proceed to the interview stage, this video may be referenced.

**8. Enter the URL for your YouTube video: \***

Maximum of **300** characters. *Currently Used: 0 characters.*

**9. Date of Recording: \***

 /  /  

MM DD YYYY

**10. Class Name (Level of Class) \***

Maximum of **100** characters. *Currently Used: 0 characters.*

**11. When did the students appearing in the video begin studying Japanese? \***

Maximum of **100** characters. *Currently Used: 0 characters.*

**12. What are the objectives of the lesson being taught in the video? (100 words max.) \***

Maximum of **100** words. *Currently Used: 0 words.*

**13. What portion of the lesson plan is being taught in the video? (100 words max.) \***

Maximum of **100** words. *Currently Used: 0 words.*

**14. Describe what the recorded portion of the lesson plan represents, and what took place *after* the recording ended: (100 words max.) \***

Maximum of 100 words. *Currently Used: 0 words.*

**15. ATTENTION: Most schools require consent from parent(s) or legal guardian(s) prior to the recording of students.**

**Did you receive permission from the parent(s) or legal guardian(s) of all identifiable students in the submitted video? \***

 

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**DEADLINE: THIS APPLICATION MUST BE SUBMITTED BY JANUARY 10, 2023.**

If selected to participate in J-LEAP, the Lead Teacher and authorized administrator must read and abide by the J-LEAP responsibilities, expectations, guidelines, and purposes outlined in the [J-LEAP prospectus on the J-LEAP website](#).

Thank you so much for applying to the J-LEAP Program! We'll be in touch with you after the deadline.

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