

ICISP: Semester Visiting Faculty Program



Eligible faculty and staff of ICISP member institutions are invited to apply for the opportunity to accompany a group of ICISP students as an Assistant Director/Academic Escort on an exciting academic exploration of culture and history. The program will take place for approximately 12 weeks during the semester. All airfare, lodging, and most meal expenses for the duration of the program are provided.

Teaching Responsibilities of ICISP Instructors

Faculty assigned to this program will be expected to fulfill the following responsibilities:

1. **In England & Ireland:** Faculty will teach classes and/or special lectures, seminars as assigned.
2. **In Spain:** Faculty will conduct research or a professional project in Seville or teach a course, in English, not currently taught at the International College of Seville.
3. **In China:** Faculty will teach two courses based upon his/her expertise. (Up to 6 contact hrs./semester)

Additional Responsibilities

Semester visiting faculty will be expected to fulfill the following responsibilities:

1. Oversee and provide leadership for the ICISP program and student service needs ICISP students
2. Assist students with the adjustment to living in a different culture
3. Assist with coordination of activities and field trips of the academic program with appropriate officers
4. Serve as chaperone on all field trips
5. Perform administrative duties of the ICISP program as needed
6. Provide advisement to students as needed
7. Hold on-campus office hours
8. Through the appropriate officers, assist in solving problems which arise for Illinois personnel
9. Inform and communicate regularly with the ICISP coordinator assigned to the program
10. Attend student/faculty orientation prior to assignment (held one Saturday in November and July)
11. Assist with future faculty/student orientation sessions
12. Perform other duties as may be needed by ICISP
13. **In England,** faculty will also attend all Modern Britain classes with the ICISP students

Compensation for ICISP Instructors

Semester visiting faculty will receive compensation as follows:

1. Salary - Paid by home college
2. Housing – Provided by the college abroad
3. Airfare & Transportation - Paid by ICISP or sponsoring college
4. Extra Allowance - Optional by home college

* Out of pocket expenses include transportation to and from the student/faculty orientation, miscellaneous expenses related to obtaining necessary documents such as a passport, etc. and other personal expenses.

PLEASE BE ADVISED THAT ONE OF THE PRIMARY RESPONSIBILITIES OF AN INSTRUCTOR IS TO ASSIST THE ICISP STUDENTS STUDYING ABROAD. AS SUCH, ICISP FACULTY MEMBERS ARE REQUIRED TO RESTRICT PERSONAL TRAVEL TO THOSE TIMES WHEN CLASSES ARE NOT IN SESSION. IN ADDITION, FACULTY MEMBERS SHOULD NOT COMMIT TO TEACHING ANY ON-LINE COURSES WHILE ASSIGNED TO THIS POSITION.