



The ICISP Semester in Spain Program Visiting Faculty Program

The ICISP Semester in Spain Visiting Faculty Program, offered in cooperation with the International College of Seville, has been designed to provide faculty from ICISP member institutions the opportunity to experience firsthand living, teaching, researching and interacting with colleagues in an international setting.

ICISP faculty assigned to this program will:

- Teach a course not currently taught at the International College of Seville. Course will be taught in English.
AND
- Actively recruit students for the program and for their course(s), in particular.
- Attend the student/faculty orientation in Illinois prior to assignment (usually held one Saturday in November).
- Arrive at least 2 – 3 days prior to student arrival.
- Oversee and provide leadership for the ICISP program and student service needs of ICISP students in Seville.
- Assist ICISP students with the adjustment to living in a different culture.
- Assist with coordination of activities and field trips of the academic program with appropriate officers in Seville.
- Serve as chaperone on all field trips.
- Perform administrative duties of the ICISP program as needed.
- Advise students as needed.
- Hold on-campus office hours.
- Through the appropriate officers in Seville, assist in solving problems which arise for ICISP program participants.
- Provide all appropriate information and communicate regularly with the ICISP coordinator assigned to the program.
- Perform other duties as may be needed by ICISP.
- Help with recruitment of faculty and students in the future.
- Assist with future faculty/student orientation sessions.

The International College of Seville will:

- Identify courses which may be taught by ICISP faculty members one year in advance of exchange term.
- Integrate the ICISP faculty course into the ICS schedule of classes and into the ICS website.
- Provide on-site orientation and basic academic services (faculty status, library access, for example) to ICISP faculty upon arrival in Seville.
- Provide on-site orientation to ICISP students upon arrival in Seville.
- Provide housing for ICISP faculty member.
- Provide office space at the International College of Seville.
- Provide access to a computer.
- Facilitate faculty access to research at University of Seville Library and/or the Archives of the Indies.
- Provide faculty a cell phone for the semester (faculty member responsible for all usage minutes).
- Provide health care through Spain's health care system.
- Include faculty member on student excursions to Cordoba, Granada, Cadiz and Morocco.
- Include faculty on other cultural visits.

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

Instructors assigned to this Program will be required to sign an agreement verifying that the above responsibilities are understood and agreed upon.

Compensation for ICISP Faculty

Salary & Benefits

- Paid by home college
- Extra allowance, if applicable, paid by home college

Airfare

- ICISP will pay airfare and transportation to Seville up to \$1,200.

Housing

- ICS will locate suitable housing with a family for the ICISP faculty member, which will include all meals; or,
- ICS will locate suitable housing and provide a 500€/month stipend toward the cost of housing. Meals will not be included.
- If the ICISP faculty member wants to find his/her own housing, ICS would not be responsible for housing until something appropriate is found. Meals will not be included.
- If the ICISP faculty member were to decide to rent housing over the 500€ limit, the faculty member would be responsible for the remainder.
- ICS is not responsible for finding family housing over the 500€ limit, or for making schooling arrangements for faculty children.

Application Deadline: November 15, 2015

**Application for Teaching Assignment: Spring 2017
ICISP Semester in Spain**

Name: _____

Discipline(s): _____

College: _____

Campus Address: _____

Work Phone: _____ Fax: _____ E-Mail : _____

Home Address: _____

Home Phone: _____ Home E-Mail: _____

Disciplines to be considered for Spring 2017:

Please check which discipline(s) applies to you; then list which general education courses you are able to teach within the discipline. Unfortunately, we cannot offer any science or computing courses that require lab space.

<input type="checkbox"/>	Discipline	General Education Course(s)
	English	
	History	
	Sociology	
	Political Science	
	Humanities	
	Philosophy	
	Psychology	
	Math	
	Geography	
	Other*	

*Spanish Language Instructors: ICISP faculty cannot teach courses already taught by faculty members in Seville. However, think about working with the Chair of your Humanities Department to develop a culture course (Latin American Literature, South African History and Culture, Mexican Art and Film, etc.).

Applicant Signature

Date

Division/Dept. Chair Signature

Date

Academic Dean/V.P. Signature

Date

President or Chief Academic Officer

Date

Campus ICISP Rep. Signature

Date

Complete application will include:

- Application Form
- Cover letter (one page limit) explaining 1) why they wish to teach/research in Seville, 2) what they wish to accomplish while in Spain, 3) how the experience will impact their teaching/research/professional development in the future, and 4) previous international experience, if any.
- CV (two page limit)

For more information, contact ICISP Seville Coordinator Susan Kerby, kerbys@cod.edu (630) 942-3078

Application can be emailed to kerbys@cod.edu. The original signed forms must be mailed to:

College of DuPage
Attn: Susan Kerby
425 Fawell Blvd, BIC 3509
Glen Ellyn, IL 60317

Deadline: November 15, 2015

In the event of a very large pool, there will be a two-step interview process, with the first round of interviews to be conducted by telephone. Finalists will be interviewed in person at a centrally-located community college.