



Educational Seminars

Program Description

2011-2012 Mexico
Administrator Exchange Program

Sponsored by: the Bureau of Educational and Cultural Affairs (ECA)
U.S. Department of State, and the U.S.-Mexico Commission for Educational
and Cultural Exchange

Administered by: American Councils for International Education and the
U.S.-Mexico Commission for Educational and Cultural Exchange

**EDUCATIONAL SEMINARS
2011-2012 MEXICO ADMINISTRATOR EXCHANGE PROGRAM**

A program of the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State, administered by American Councils for International Education and the and the U.S.-Mexico Commission for Educational and Cultural Exchange

PROGRAM OVERVIEW:

The Mexico Administrator Exchange Program is a short-term, mutual exchange opportunity for U.S. and Mexico school administrators that is fully funded by the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State. The program provides a professional development opportunity for U.S. and Mexican school administrators to work together on issues of mutual interest to their communities, schools and students. Mexican administrators spend three weeks with their U.S. partner during the fall and the U.S. administrators travel to Mexico the following summer. The programs are individualized through collaboration between partners and may focus on personnel administration, school systems and management, instruction, global issues and culture, curriculum development, student affairs, and/or educational policy.

Program implementation is provided by American Councils for International Education, in partnership with the U.S.-Mexico Commission for Educational and Cultural Exchange.

PROGRAM ELIGIBILITY:

- Be a U.S. citizen
- Be a full-time employee in U.S. with at least three years experience as an elementary, middle or secondary school administrator (superintendents, principals, vice principals).
- Attend Washington, DC program orientation
- Host administrative partner in home community and school (home stay) for three weeks
- Travel to Mexico, participate in pre-program orientation and complete full program in Mexico

Applicants should be creative, self-reliant, flexible and able to maintain excellent relationships with faculty, staff, and students in Mexico. Applicants should have a sincere interest in learning from the experience of others and sharing best practices. Applicants should also be prepared to make presentations about the United States before diverse audiences in Mexico. Spanish is recommended, but not required.

COST AND GRANT PROVISIONS:

This program is fully funded through the Bureau of Educational and Cultural Affairs (ECA), U.S. Department of State. For U.S. administrators, this grant includes international and domestic airfare; meals and/or per diem; accommodations for orientation in Washington, DC and program in Mexico; a hosting stipend for the U.S. partner school; and a shipping stipend for materials.

Upon completion of the program, participants become eligible to participate in the alumni small grant program for activities that foster communication between American and Mexican schools.

TENTATIVE CALENDAR FOR THE EDUCATIONAL SEMINAR:

APPLICATION DEADLINE	MARCH 28, 2011
Selection Process*	April 2011
Final Award Notification	May 2011
Pre-Program Orientation in Washington, DC (U.S. and Mexican Administrators)	October 12 – 15, 2011
Exchange Program in the U.S.	October 15 – November 3, 2011**
Pre-Program Orientation in Mexico	Mid-June 2012
Program in Mexico	Mid-June – Early July, 2012**

* Applicants may be contacted for a phone interview before final selection.

** Dates are tentative.

APPLYING FOR THE MEXICO ADMINISTRATOR EXCHANGE PROGRAM:

To be considered for this Educational Seminar, please submit a complete application package to American Councils by the deadline established above. The application for administrator programs is available on the American Councils for International Education website at www.americancouncils.org/es.

A complete application package includes:

- **A COMPLETE ORIGINAL APPLICATION FORM**
- **THE ESSAY**
- **THE DRAFT AGENDA FOR HOSTING THE INTERNATIONAL EDUCATOR**
- **ADMINISTRATIVE APPROVAL FORM**
- **A MAXIMUM TWO PAGE RESUME**

PLEASE MAIL THE ORIGINAL AND 2 ADDITIONAL COPIES OF THE APPLICATION PACKAGE TO:

American Councils for International Education
Attn: Educational Seminars Program
1828 L Street, NW, Suite 1200
Washington, DC 20036

Should you have any questions, please contact:

Tim Hair, Senior Program Officer
Email: thair@americancouncils.org
Telephone: (202) 833-7522
Fax: (202)833-7523

EDUCATIONAL SEMINARS ORGANIZATIONS**THE BUREAU OF EDUCATIONAL AND CULTURAL AFFAIRS, U.S. DEPARTMENT OF STATE**

The Bureau of Educational and Cultural Affairs (ECA) of the U.S. Department of State fosters mutual understanding between the people of the United States and the people of other countries to promote friendly, and peaceful relations, as mandated by the Mutual Educational and Cultural Exchange Act of 1961.

ECA accomplishes its mission through a range of programs based on the benefits of mutual understanding, international educational and cultural exchange, and leadership development. We engage youth, students, educators, artists, athletes, and rising leaders in many fields in the United States and more than 160 countries through academic, cultural, sports, and professional exchanges. Striving to reflect the diversity of the United States and global society, ECA programs, funding, and other activities encourage the involvement of American and international participants from traditionally underrepresented groups, including women, racial and ethnic minorities, and people with disabilities.

ECA exchange program alumni encompass over 1 million people around the world, including more than 40 Nobel Laureates and more than 300 current and former heads of state and government.

AMERICAN COUNCILS FOR INTERNATIONAL EDUCATION: ACTR/ACCELS

American Councils for International Education advances scholarly research and cross-border learning through the design and implementation of educational programs that are well grounded in key world languages, cultures and regions. American Councils contributes to the creation of new knowledge, broader professional perspectives, and personal and intellectual growth through international training, academic exchanges, collaboration in educational development, and public diplomacy. With a presence in the U.S., Russia and Eurasia for nearly four decades, in addition to representation in over thirty countries across Asia, the Middle East and Southeastern Europe, American Councils strives to expand dialog among students, scholars, educators and professionals for the advancement of learning and mutual respect in the diverse communities and societies in which we work.

Founded in 1974 as an association for area and language professionals, American Councils has focused its expertise on academic exchange, professional training, distance learning, curriculum and test development, delivery of technical assistance, research, evaluation, and institution building.

UNITED STATES – MEXICO COMMISSION FOR EDUCATIONAL AND CULTURAL EXCHANGE (COMEXUS)

The United States – Mexico Commission for Educational and Cultural Exchange (Comexus) is an independent organization founded and funded by the Government of Mexico and the United States Government which administers scholarships and grants for educational exchange. COMEXUS is the leading bi-national organization dedicated to promoting trade between the two countries and provides scholarships to students, academics, researchers and language teachers. The organization is most well known for its administration of the Fulbright program.