

## September 2023 Update. FAIRS OPEN

September 4, 2023

Dear Candidates,

Happy September! Good luck with the start of your new school year, wherever you are in the world. This is the first of our Monthly Updates, with recruiting tips and other important information. A copy of this email and all future updates will be posted on [Email Updates](#) if you want to refer back to them.

**Search Fairs** are now open. Check our [Fair Webpage](#) for the schedule and eligibility criteria for each fair. A list of the attending schools should be available by October for the early fairs. You must request an invitation to a fair via your dashboard (please do not email me). If you are not sure which fair(s) you should attend, check this document "[What Fair is Right for Me](#)".

If you are located in Canada or near Toronto, we encourage you to register for the [Toronto Search Fair, Feb 10-11, 2024](#). We are excited to be partnering with one of the top universities in Canada, to provide one premier international teacher recruiting event in Canada. News about our ground-breaking partnership will be announced in the coming months.

### **Pro-Active Recruiting Tips**

Here are some tips for your international job search.

- Make sure you receive the daily email updates. You can filter this to match just your job preferences, using the email preferences on your dashboard. Note: you cannot filter the email updates by region, only by position.
- Use our database to research schools and jobs (hint: you can “favourite” schools and create a list of your preferred schools).
- If you find a potential match - submit an application! If you're not sure how to apply using the Search database or APLi, read [How to Apply for Jobs](#).
- Your email application should be a condensed cover letter expressing your interest and explaining why you are a good fit for that school. Once you have a good template, you can apply to multiple schools with moderate effort. However, be careful with your copy/paste - nothing is worse than saying ABC School is your dream school, and then accidentally sending it to XYZ School. If you would like us to review your cover letter template, just let us know. Read [Cover Letter Tips](#).
- APLi. More and more Search schools are using APLi, which is a huge advantage for Search candidates. But if you come across a position that you found through the Search database, and the school then directs you to register with Schrole, or they direct you to complete their own online application, please let us know. Many schools will waive this requirement for Search Active candidates, or at least the references requirement, so save yourself a lot of time/effort and check with us first!
- If using APLi, make sure your most recent references are there. If not let us know - we may need to hard-sync your accounts.

- Do NOT wait until the last day to submit your application! Always give yourself a 1-2 day grace period. This will avoid any confusion with deadlines and time zones. Note: schools may withdraw a vacancy early, if they find a suitable candidate before the posted deadline.
- Keep your profile updated! You can continue updating your profile in Active status (remember, your goal is to have the most complete and competitive profile possible). So go ahead and request additional references, revise your CV, upload documents and/or your criminal background check. If you want us to review your profile again, just let us know.
- Auto-Archived! You need to log onto your account once every 30 days or our system will automatically Archive you. If this happens, you will lose access to the dbase and schools will not be able to see your profile. Just email me and I will re-activate you immediately (this has to be done manually).

Visit our [Search Website](#) for tips on Cover Letters, Resumes, Bios, and other job search tips.

### **Online Seminars**

Search Associates is offering a series of online seminars, hosted by different Senior Associates around the world. These are the ones for September:

**"Introduction to International Schools"** (for candidates who are new to international schools or if you want a refresher)

Saturday, September 9th at 11:00 am (EDT), hosted by me, Gary MacPhie

Zoom Meeting ID 902 985 3098

PW: Search2023

<https://fb.me/e/3KYDoSyN>

**"Teaching and Living in Post-Covid China"** (for candidates interested in learning about life in China)

Saturday, September 16th at 10:30am (Hong Kong SAR Time), hosted by Xiaohang Sumner

Zoom: Meeting ID: 865 6436 4751

Passcode: 756096

The sessions will conclude with a Q&A session. We hope you will join us for these informative workshops!

If you have any questions, please email me. Barbara and I try very hard to respond ASAP, but at this time of year, it may take us a few extra days to reply to your emails. If you do not hear from us within 1 week, please re-send your email! We are here to assist you and support your job search, as much or as little as you want.

Good luck, and please keep us posted of your progress!

Kind regards,

Gary