

October 2025 Update

October 13, 2025

Dear Candidates,

To all my Canadian candidates, Happy Thanksgiving to you and your families!

This is the second of our monthly Search Updates, with some top recruiting tips. For your reference, copies of all updates are posted on this page [Email Updates](#).

October is the start of our recruiting season and there are already over 1,400 vacancies posted on the Search database and thousands more will be added over the coming months. It's great to see that many candidates have already applied for many jobs, for schools all over the world. A lot of candidates email to ask us, "What now?"

Here are the topics we will cover:

- Applying via Search vs School's website
- Application Follow-Up
- Tracking Your Applications
- Job Fairs
- Recruiting Tips
- Interview Tips
- The Role of AI in Recruiting
- Considering and Accepting Offers

Applying via Search vs School's website

There are 2 ways to apply via Search.

1. The orange APLi button. If you see this, click the button and follow the application instructions (answer prequalifying questions and provide supplementary documents). All the info on your Search profile including CV, supporting documents and references will be transferred seamlessly to the school.
2. The blue Contact School button. When you click this button, it will take to a message box. Write your Cover Letter here and submit. The school will get your Cover Letter in their inbox with a direct link to your Search profile including CV, documents and references.

It is not uncommon for schools to use more than one recruiting agency. However, they can never direct you to apply through another agency ie TES/Schrole. If you come across this situation, let me know immediately.

Schools may also post vacancies on their own website. This can be very confusing for Search candidates. Unless the school specifically states in the Search job posting, something like, "All applications must be through our website", then you should apply via the Search system (the Blue Contact School button).

We realize that some online application forms duplicate all the information on your Search profile, and this can be frustrating. You may ask yourself, "why did I need to register with Search?" Usually, these are the larger, more competitive schools and if you want to apply to this school, you must follow its instructions. The school must include a question: "where did you hear about the vacancy" or "are you a

member of an agency” and you would select “Search”. That way, they know they can view your Search profile and references.

CHECK WITH ME FIRST, as we have agreements with some schools that Search members are exempt from having to fill in the long online form. ALWAYS CHECK WITH ME FIRST and you could save yourself time and frustration!

REST ASSURED, all these schools hire many Search candidates each year!

Application Follow Up

It is absolutely appropriate to send a follow up email to ask the status of your application. Generally, we suggest waiting until the deadline has passed. If you used the Search email system to make the initial contact, you can send the follow up from your personal email account. Some candidates just feel better covering all the options.

Every school is different regarding how/when they reply. Some schools have an auto-reply so at least you know your application was received (note: if you used APLi, you can be assured the school has your application). Others will only contact you if they are interested in following up with your application. Others will have someone personally respond and thank you for your application. Some will wait until the application deadline, others will respond as applications come in. Unfortunately, there are many schools that do not respond at all, and we know this can be very frustrating. We do continually remind schools to respond to every application, but every school has a different process, and in some cases, the volume of applications makes this challenging.

Please keep in mind that at this early stage of the recruiting cycle, so schools may be slow to respond, knowing that they have at least 3-4 months of recruiting ahead of them. Also, schools are being very selective (“cherry picking”) trying to fill those hard-to-fill positions first while considering their hiring strategy for the upcoming recruiting season.

Tracking Your Applications

For jobs applied using APLi (the Orange “APLi” button): under My Job Search, APLi Applications, you will find all the jobs/schools you applied to via APLi. It will tell you when you applied, the vacancy status and the status of your application.

For jobs applied for using the Search Email System (the Blue “Contact School” button): click the mail icon on your dashboard, select View All Messages, then click the Sent tab. All your applications will be there.

Many candidates also keep track using a spreadsheet, to help keep them organized.

Search Job Fairs

All Search Fairs are open for invitation requests. Check our [Fair Webpage](#) for eligibility criteria and the fair schedule. A list of the attending schools should be available soon for the early fairs. If you are not sure which fair(s) you should attend, send me an email. If you have already registered for a Fair, make sure you check the Fair page regularly for updates.

If you are in or near Canada, especially if you are new to international teaching, we encourage you to attend [The Toronto Search Fair, Feb 6-8, 2026](#). Partnering with Queen’s University, the Toronto Fair is the premier international teacher recruiting event in Canada. Interview with global school leaders *actively seeking Canadian certified teachers!* [Read about the success of the 2025 Toronto Search Fair.](#)

Recruiting Tips

Here are some tips for being **pro-active** with your international job search and making the most of your Search membership.

- Make sure you receive the **daily email updates**. Filter this to match just your job preferences, using the email preferences on your dashboard. Note: you cannot filter the email updates by region.
- **Research schools and jobs** on our database (hint: you can “favourite” schools and create a list of your preferred schools).
- If you find a potential match - **submit an application!** 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. If you're not sure how to apply using the Search database or APLi, read [How to Apply for Jobs](#) and re-read the section above.
- Your email application should be a condensed cover letter expressing your interest and explaining why you are a good fit for that school. **"What can you bring to the table?"** *Your goal is to GET AN INTERVIEW!* Read [Cover Letter Tips](#). If you would like us to review your cover letter template, send me an email.
- 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. We also recommend that you draft your cover letter in Word or similar as it's much easier to edit/polish in a word processing app.
- Our general advice is to **apply to as many schools as possible - different types of schools in different regions**. Apply first and then evaluate those schools that express interest in your application. Your communication with those schools will allow you to evaluate the school far better than any research you can do in advance.
- **APLi**. Almost 50% of jobs posted use our APLi platform. This is a huge advantage for Search candidates, as it really simplifies the application process. Click the APLi link on Search, do NOT create a new APLi account using a different login (your accounts will not be linked). And do NOT apply via the school's website. Also, make sure your APLi application includes your updated (recently submitted) references. If not, let me know - sometimes we need to hard-sync your Search profile with your APLi account.
- **APLi NOTE:** once you submit your application via APLi, you cannot make any changes or additions. Nor can you withdraw/cancel your application and then re-apply. So make sure your cover letter is perfect before you send it (again, we recommend drafting/polishing it in Word or similar).
- If you come across a position that you found through the Search database, and the school then directs you to register with TES/Schrole, or they direct you to their own online application, please let us know. Many schools will waive this requirement for Search candidates, so save yourself a lot of time/effort and check with us first!
- Unfortunately, there are some very competitive schools (ie UWCSEA, IS Kenya, ISKL, Aramco) that require all applicants to use their own online application form. If you want to apply to these schools, you must follow their strict rules or risk being overlooked.
- **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).

Interviews

There are lots of great articles about how to prepare for an online interview (Zoom, Teams, Google etc). Interviews can be daunting, but they do get easier and you will get better with each subsequent one. That's why you want to get as many interviews as possible! Read [Interview Tips](#) for sample interview questions and links to good articles to help you prepare.

I haven't tried this myself, but I am hearing that using AI like Chat GPT can help you prepare for interviews. Enter the school's website and upload the job description, and your CV, and then ask AI to generate 10 interview questions. Then draft your responses and ask AI to provide feedback. Using this interactive tool can help you focus on key skills that they are seeking and better align with the school's vision and mission statement.

Interested in learning more about AI in Recruiting? Read my latest LinkedIn article:

[How AI Can Help Teachers Find a Job Overseas](#)

Considering and Accepting Offers

It's exciting to get an early offer, but please consider your answer very carefully. Please remember that with Search, **YOUR WORD IS YOUR BOND**. Do not verbally accept a position if you are unsure the position or the school is the right fit, or if you are waiting for a better offer from another school. If you have any questions about this, please email me for advice. The gravest error in Search is to accept a job (verbal or written) and then renege on your agreement. As per your Agreement with Search, if you do accept a verbal or written offer of employment (through Search or other means), please notify me within seven days. Read [Considering and Accepting Offers](#).

Upcoming Online Seminars

Search Associates is offering a series of online seminars, hosted by different Senior Associates around the world. These workshops are hugely popular and generate a lot of great discussion during the Q&A session. Here's the schedule and registration links:

Sunday, October 19th – 12:00 PM (CET) Gibraltar

Dom Curren: ***Teaching in International Schools***

[REGISTER HERE for Oct 19](#)

Saturday, November 1st – 12:00 Noon London, UK

Bill & Alison Turner: ***Demystifying Job Fairs***

[REGISTER HERE for Nov 1](#)

Saturday, November 8th – 10:00 AM Melbourne, Australia

Nick Kendall: ***Insider Strategies for International School Recruitment***

[REGISTER HERE for Nov 8](#)

Saturday, November 22nd – 11:00 AM China Time

Xiaohang Sumner: ***Working and Living in China***

[REGISTER HERE for Nov 22](#)

Saturday, November 29th – 2 sessions

Session 1: 11:00 AM China Time

Session 2: 5:00 PM China Time

Gez Hayden: ***The International School Recruiting Cycle***

[REGISTER HERE for Nov 29](#)

If you have any questions, please email me. We try very hard to respond ASAP, but if you do not hear from us within 2 days, 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 with your applications, email me if you have any questions, and please keep us posted of your progress!

Kind regards,
Gary

◆ Connect with me on [LinkedIn](#), follow me on [Instagram](#), join our [Facebook Group](#), visit our [Search Website](#).

◆ *Please add "noreply@searchassociates.com" to your Safe Senders List, so important information, updates and invoices from Search Associates don't end up in your junk/spam folder.****