

Application for Sun Valley Community School Teacher Training Academy 2023-24

*Applications are accepted and reviewed on a rolling basis through the final
deadline of April 7, 2023.*

Application Requirements:

A candidate for the Sun Valley Community School Teacher Training Academy (TTA) Program needs to complete all of the following requirements and send them electronically to the TTA Administrator. All requirements must be included in order for **the application to be complete and ready for revision by the hiring committee.**

1. A professional cover letter to the TTA Co-Coordinator expressing your interests in the internship and the school.
2. A detailed resume that includes your employment, education, certifications, and interests.
3. Two or more letters of recommendation, one from an employer and one from an educator or college professor who knows your work.
4. College transcripts (only legible copies accepted).
5. This application, typed, completed, signed, and dated.

Please make sure that your documents are in a format easily accessible to others, such as a PDF.

Personal Information

Name: _____

Email: _____

Phone: _____

Please list video chat preference and communication information:

Short Answer Questions:

1. How did you hear about the Teacher Training Academy?

2. List three adjectives that describe you.

3. Do you have any experience working and living in a residential or camp setting with adolescents? If so, please describe.

Essay Questions: Please type one to two-paragraph responses to the questions listed below.

1. Why are you interested in becoming an intern and what do you hope to gain through a year in the Teacher Training Academy at Sun Valley Community School? Please include any relevant information regarding your interest in teaching and beliefs about children and education.

2. Describe a situation where you were dealing with children/people and you had to be flexible, think on your feet, and solve problems (large and/or small).

3. If you had five free hours where you live and work, what would you do and why?

4. Please pick one question from below to answer in one paragraph or less.

- What is your favorite children's book and why?
- If you could create and teach anything that would be ridiculous and fun, what would it be and why?
- Think of a person who has influenced your life. What is something you would like to tell them that you have never told them.
- What is the most unusual or difficult job you have ever had that you hope you never have to do again?

Sun Valley Community School TTA Internship

The internship is an exceptional opportunity to explore working with a wide variety of students and age groups, as well as various mentor teachers with different teaching styles. The TTA administrators place interns in **at least two different divisions** (Elementary, Middle, and Upper School) during the course of the school year.

Please rank your preferred grade levels for internship. Note that **all internships** include teaching/tutoring and working as an Assistant Residential Advisor. Please refer to the [Program Specifics](#) for details of the internship.

	1st choice	2nd choice	3rd choice	4th choice	not interested in this age group
Elementary School: Ages 2-5 (ECC)					
Elementary School: Kindergarten-2nd					
Elementary School: Grades 3rd-5th					
Middle School (MS) 6th-8th					
Upper School (US) 9th-12th					

Please let us know any additional information about your grade level preferences that you think we should know, or that may be helpful in placing you with mentor teachers.

The following table lists subjects that are taught year round, as well as the grade levels. Please highlight the subjects that you are interested in working with a mentor. If you are working with a mentor in a K-5 or ECC classroom, you will be working across all subjects.

Art (K-12)	English (6-12)	French (6-12)	Technology (6-12)	Algebra (US)	Biology (US)
Music	History	Spanish	STEM	Geometry	Chemistry

(K-12)	(6-12)	(K-12)	(K-8)	(US)	(US)
Physical Ed (K-8)			Science (ECC-5)	Calculus (US)	Physics (US)

There is also a possibility to intern in other areas of the school. If you would be interested in having all, or part, of your internship in one of these areas, please highlight them below.

Admissions	College Counselor	Communications
Development	School Counselor	Residential Life

Sometimes there is an opportunity for an intern to offer a club or to join a teacher for an elective course. Please tell us about any other subjects or interests/passions you would like to help teach?

Interviews

Once you complete and submit this application and all required documents, the Sun Valley Community School TTA Co-Coordinator will contact you to let you know the progress of your application. The next step in the application process will be video chat interviews with a select group of semifinalists combined with reference checks. After the video chat interviews, the school will notify each of the semifinalists about the next step in the process. Sun Valley Community School encourages finalists to visit the school and interview in person at the candidate's expense.

Applications are accepted and reviewed on a rolling basis. The final deadline for application submission is **April 7, 2023**.

Application materials must be sent electronically. Please send materials to:

Nancy Parsons-Brown and Janet Salvoni
 Teacher Training Academy Co-Coordinator
 Sun Valley Community School
nparsons@communityschool.org and jsalvoni@communityschool.org

Working Timeline

This is the **tentative** timeline, with additional details to be added later:

January - April

- * Applications accepted and reviewed on a rolling basis through April 7
- * Initial review of applicants as materials are received
- * Video chat interviews for select candidates scheduled by mid-April

Mid-April - May

- * School calls references of select candidates
- * Application review and follow-up contact by school's administration
- * Finalists selected and internship offers extended
- * School sends interns their contract of employment

August

*August 14-18: Teacher Training Academy Orientation, which includes orientations about the internship, school programs, outdoor program, and residential life orientations. Interns are also required to submit paperwork and fingerprints to complete a background check. This step must be completed in Idaho and our Business Office staff will assist you with this process.

***Please note that all interns must arrive before the first Monday of the third week of August!**

*August 21-25: back to school faculty meetings for all

*August 28-September 1: first week of school

May

*Teacher Training Academy Portfolio Presentations

June

* First Sunday in June - Sun Valley Community School Graduation

* The school year concludes for faculty and interns on the Thursday after graduation.

Final Statements

I, _____, hereby certify that my answers and assertions set forth in this application are true and complete to the best of my knowledge. If I am employed, I understand that any false statements on this application shall be considered sufficient cause for my dismissal. I hereby authorize the Community School (Teacher Training Academy) to investigate any aspect of my prior educational and employment history.

Furthermore, I understand that if I am hired, employment with this company is “at will,” which means that either the company or I can terminate my employment at any time and for any reason not prohibited by state or federal law.

Signature _____ Date _____

Sun Valley Community School is an equal opportunity employer. The school encourages, seeks, and will employ applicants the school deems qualified for the position sought, regardless of age, ethnic background, nationality, race, religion, sexual orientation, gender identification, or physical ability, with reasonable accommodation to fulfill the responsibilities of the position.