

Teachers: How to apply for the Osaka Global Teacher Program

I am thinking about applying. What should I do?

- Review the supporting documents on the website under the **Application** section.
- Discuss your application with your principal (or their delegate).
- Noting, **if you are shortlisted for an interview**, your principal (or their delegate) will be contacted to verify and endorse your application.

What are the components of the application?

Step 1	Online Application Portal	<ul style="list-style-type: none"> • Add your details and your school details. • Upload a portrait style photograph of yourself. • Upload the <i>Teacher applicant declaration, acknowledgement and consent form</i>. • Submit your application.
Step 2	Answer the key questions	<ul style="list-style-type: none"> • Record your responses to the 3 questions as a simple video – up to 3 minutes in duration. • Question 1: <i>Tell us about yourself. Why do you believe you will be a suitable participant? What attributes and skills do you bring to the role?</i> • Question 2: <i>This program brings together teachers from diverse schools and backgrounds. Can you describe how you demonstrate professionalism when working with colleagues you've just met, and how you build positive, collaborative relationships in a new professional environment?</i> • Question 3: <i>You will have the chance to observe lessons in Japanese primary and secondary schools. What aspects of Japanese education are you most interested in examining, and why? How will you apply insights from these observations to improve learning experiences for students in your own school?</i>
Step 3	Forward your video	<ul style="list-style-type: none"> • Email to: Applications.GlobalEngagement@qed.qld.gov.au

Step 4**Receive your
acknowledgement email**

- **Allow 5 business days** for a Global Engagement Project Officer to send an email confirming your submission has been received.

How does the selection process work?

- All applications will be **reviewed and assessed** by a selection panel.
- Applicants who are **not shortlisted** for an interview will be advised by email once initial assessments are complete.
- **Shortlisted applicants** will proceed to an **online panel interview**.
- The panel will select the successful recipients.
- Once the online interviews have concluded, **all shortlisted applicants** will be advised by phone of the outcome of their application (successful or unsuccessful).
- The panel's decision is final – all applicants are acknowledged for their effort and participation.
- The selection process can take up to 6 weeks.

What makes a strong application?

- Applications that respond to all parts of each key question, stay within the time duration, and give us a clear sense of who you are as a unique person and educator.
- Applications that are authentic and avoid generic answers (using AI for instance, tends to make applications sound the same way). Consider your point of difference.
- Applications that demonstrate that you can proudly represent Queensland as a teacher ambassador, showcasing professionalism, leadership, curiosity, and a commitment to learning and wellbeing.
- Your video response is an opportunity to highlight the communication skills essential for collaborating effectively with Global Engagement, program participants, and international stakeholders.

How should I respond to the key questions?

- The key questions will help us learn more about you and understand your motivation for applying.
- The suggestions below are not a checklist to be completed but are a guide if you would like a starting point.

Question 1: *Tell us about yourself. Why do you believe you would be a suitable chaperone? What attributes and skills do you bring to the program?*

- **Share who you are as a teacher** – your values, motivation, and what drives your interest in this opportunity.
- **Explain** how your teaching experience, leadership, and interpersonal skills align with the opportunity.
- **Highlight** key attributes such as communication, empathy, organisation, and the ability to build trust and collaborate effectively with colleagues.

Question 2: *This program brings together teachers from diverse schools and backgrounds. Can you describe how you demonstrate professionalism when working with colleagues you've just met, and how you build positive, collaborative relationships in a new professional environment?*

- **Describe** how you will create a respectful and inclusive environment, showing cultural awareness, openness, and curiosity with new colleagues.
- **Explain** how you will stay flexible, learn from others, and contribute positively to collaborative teaching and classroom experiences.
- **Highlight** how you will communicate clearly, support colleagues, and model professionalism in all interactions.

Question 3: *You will have the chance to observe lessons in Japanese primary and secondary schools. What aspects of Japanese education are you most interested in examining, and why? How will you apply insights from these observations to improve learning experiences for students in your own school?*

- **Describe** which aspects of Japanese teaching, learning, or school culture you are most interested in observing.
- **Explain** how the experience could build your confidence in teaching Japanese language and culture by giving you authentic examples, resources, and insights to bring back to your students.
- **Highlight** how you will use these insights to enhance learning, teaching approaches, and intercultural understanding at your school.

How should I record my video?



Video: Responding to the key questions
(Up to 3 minutes duration)

- **Record in portrait mode:** Hold your device upright while recording.
- **Keep it steady:** Make sure your device stays still for the whole recording.
- **Feature only you:** The video should show only you speaking – no other people, images, or backgrounds. You are the star, and we want to see you talking directly to the camera.
- **State your name and the program you are applying for:** Do this right at the beginning of your video.
- **Record in parts if needed:** If it is easier, record your answers in sections and edit them together before submitting.
- **Use brief notes:** You may use prompting notes, but do not read from a full script.
- **Name your video:** “LAST NAME, FIRST NAME - PROGRAM NAME”
- **Send your video:** Email your final video from your **school email account** to the Global Engagement team at Applications.GlobalEngagement@qed.qld.gov.au.

What happens if I am shortlisted for an interview?

- If you are shortlisted, a Global Engagement Project Officer will:
 - Contact your supporting principal (or their delegate), who will be requested to complete an endorsement form, verifying attributes including, but not limited to, professionalism, adaptability and intercultural awareness.
 - Invite you to attend an online interview with the selection panel.

What is the interview like?

- Each shortlisted applicant will have a 15-minute interview.
- We will ask for your permission to record the interview session.
- It is completely normal to feel nervous – most applicants do! The panel understands this, and nerves will not affect your interview outcome.

What criteria is used to assess my application and interview?

- When it comes to application and interview evaluation, we use the following criteria to assess your responses.

Phase	Descriptor	Indicators
Capable	Teacher demonstrates a strong awareness of the program, readiness to engage in immersive professional learning, and potential to enhance their teaching practice.	<ul style="list-style-type: none"> • Demonstrates clear motivation and goals for applying • Shows openness to learning and cross-cultural experiences • Expresses interest in observing Japanese classrooms and applying insights to their teaching • Demonstrates understanding of the importance of professionalism in new environments
Proficient	Teacher demonstrates confident, proactive engagement with the program, including the ability to reflect on observations, collaborate effectively with peers, and integrate new knowledge into their teaching practice.	<ul style="list-style-type: none"> • Articulates purpose and vision for participation thoughtfully • Demonstrates ability to work collaboratively with colleagues from diverse schools • Shows intent to observe and analyse Japanese classroom practices to inform their teaching • Commits to sharing insights to benefit students, colleagues, and the school community

Exemplary	Teacher demonstrates strong leadership, reflective practice, and a committed focus on fostering global competence for themselves, their students, and the wider school community.	<ul style="list-style-type: none"> • Offers reflective, well-developed responses • Offers reflective responses demonstrating leadership and strategic vision for Japanese language teaching • Models intercultural understanding and professionalism, building strong collaborative relationships • Demonstrates capacity to critically evaluate educational practices and implement innovative strategies in their teaching • Shows commitment to fostering global competence for self, students, colleagues, and the wider school community
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Language component:

- During the interview, you will be asked some questions in Japanese language.
- If you feel nervous or unsure, you can ask for the question to be repeated in English. The panel wants you to feel comfortable and supported when responding.

Phase	Descriptor	Indicators
Capable	Teacher demonstrates confidence and competence in using the target language.	<ul style="list-style-type: none"> • Provides clear, relevant responses with appropriate detail. • Uses accurate, varied language with growing fluency and confidence. • Communicates with developing ease in spontaneous interaction.
Proficient	Teacher communicates effectively and purposefully in the target language.	<ul style="list-style-type: none"> • Provides thoughtful, purposeful responses showing understanding. • Uses accurate, increasingly sophisticated language structures. • Demonstrates confidence and adaptability in interactive exchanges.
Exemplary	Teacher communicates in the target language with sophistication and cultural insight, modelling advanced linguistic and intercultural competence.	<ul style="list-style-type: none"> • Provides articulate, insightful, well-structured responses. • Uses rich, flexible language with nuanced expression and tone. • Engages fluently and naturally, demonstrating advanced communication and cultural understanding.

What happens if I am successful following the interview?

- If you are successful following the panel interview, you will be contacted by phone to share the exciting news.
- This process may take up to 10 business days as we await principal endorsement to support your selection.
- We ask that you keep this news confidential and share it only with close family until officially advised.
- Next steps: You will complete all necessary paperwork related to your participation in the program, and be invited to a series of online information sessions that outline the next steps before your departure.

What happens if I am unsuccessful following the interview?

- If unsuccessful following the panel interview, you will be contacted by phone.
- This process may take up to 10 business days post interview.
- The application process is highly competitive and unfortunately, not all applicants can be successful. However, being shortlisted to participate in an interview is a significant achievement in itself.
- You will receive a **Highly Commended Certificate** to acknowledge your engagement in this process and the effort you have invested in your application.
- We encourage you to explore other opportunities on the [Global Engagement website](#), or reapply next year if you are eligible.

What about my privacy?

- We take the collection of your personal information seriously.
- Below is a copy of the Privacy Statement that is included at the start of the Online Application Portal, before you fill out any information.

Privacy statement:

The Department of Education (the department), through Global Engagement team, within the Department of Education International, is collecting your personal information, including your name, residential address, email address, date of birth, school, principal name, gender, photograph, mobile number and video image. Sensitive personal information collected includes race and ethnicity, if you identify as LGBTI+, and health information, such as disability and medical information.

The purpose of this collection is for the administration and management of the application process and subsequent provision of the Osaka Global Teacher Program. If you do not provide your personal information, we will be unable to process or review your application to be eligible for the Osaka Global Teacher Program.

Your personal and sensitive information will be shared with insurance organisations, airlines, travel companies, tour operators, accommodation providers, international partner organisations and other external parties involved in providing services as part of the Osaka Global Teacher Program, located in Australia and Japan. Please note, this will only occur if your application is successfully selected for the Osaka Global Teacher Program.

Your personal information will be managed in accordance with the Information Privacy Act 2009 and will not be used or disclosed for another purpose without your consent or unless authorised or required by law.

Information about how individuals can access and amend their personal information held by the department, together with information about how individuals can make a privacy complaint is available at <https://qed.qld.gov.au/privacy>.

What if I have questions?

If you have any further questions, please contact the Global Engagement team at global.engagement@qed.qld.gov.au.