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2012 ETS Summer Institute English Language Teaching Internships

Educational Testing Service (ETS) in Princeton, N.J., is now accepting applications for summer interns for our English Language Teaching (ELTeach) program.

POSITION DETAILS: The ELTeach summer internship program will begin on July 9 and end on August 17. Interns are required to work for the entire six weeks. Interns are paid \$25/hour and work a 40-hour week, 8:30-5:00, Monday through Friday. There is no overtime and no weekend work. All work is conducted at our Princeton office at the intersection of Carter and Rosedale Roads in Princeton, N.J. Interns must arrange their own housing and transportation.

JOB RESPONSIBILITIES & REQUIREMENTS: ELTeach interns will prepare materials for the Test of Essential Professional Knowledge (TEPK) or the Test of Essential English for Teaching (TEEFT). Test development work includes analysis of online learning modules in the area of English language teaching, matching the content of online learning modules with prescribed test specifications, targeting appropriate content for the development of the assessment, and drafting test items based on prescribed test specifications. The work is intellectually challenging and rewarding.

Applicants for the ELTeach internships must have the following qualifications: Native or near-native English speaker; coursework in Education or TESOL, with at least one course focusing on Pedagogy, at the graduate level or at the upper level of an undergraduate program; strong writing and editing skills. Applicants for the ELTeach internships preferably have the following qualifications: Proficiency in at least one other language besides English; graduate education completed or in process; EFL/ESL teaching experience; overseas living/working experience.

APPLICATION PROCEDURE: Applying for an ELTeach summer internship is a **two-step process**:

1. Submit an online application on the ETS Careers Web site at <http://ets.pereless.com/83080/internships.html>.
2. Each of the two test sections hiring for summer 2012 is associated with a specific work sample. Complete and submit a separate work sample for each ELTeach internship position of interest. Directions for completing and submitting your work sample(s) are located at www.ets.org/elteach/internship.

You must complete **both** steps of the application process by **Sunday, March 25, 2012**. Applicants are selected on the basis of their performance on the work samples. Work samples will be evaluated in April, and you will be notified of your status by April 30th. For questions, please contact Elizabeth Jenner, ELTeach Summer Institute Coordinator, at ejenner@ets.org.