

# *Reis* **AFRIKAANS**

Teach in Dynamic and Diverse South Korea.

## COVER LETTER GUIDE.

We advise that you make use of the following basic structure in writing your cover letter / personal essay. To receive an example of an existing cover letter, kindly ask.

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(Your Postal Address)  
(Where you are from)

Date:

## Cover Letter (Personal Essay)

**Paragraph 1:** Tell the reader about your upbringing, background and religion. Be sure to include information about your parents and family and their involvement as role models in your life. Family, family name and family ties are very important to South Koreans.

**Paragraph 2:** More about yourself: your hobbies, interests, university background etcetera.

**Paragraph 3:** Include other interests, attributes and experiences which may be helpful in making you a good teacher.

**Paragraph 4:** Tell the reader more about your teaching philosophy and why you want to teach English in South Korea.

**Conclusion:** 2 or 3 sentences.

Regards: (your name) \_\_\_\_\_

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## PHOTO GUIDE.

A full length as well as headshot photo is required. These photos are of incredible importance, because it will create a first impression. In South Korea being neat and presentable is very important, as with most countries and cultures.

When taking your photos, use the following guidelines.

- High quality (pixels) photos are important. Please look friendly – smile! We recommend you make use of a studio photographer or, at the very least, a high-quality camera.
- Dress formally / professional and make sure of good light. Ladies, basic and neat make-up is recommended. Men, please be clean shaven.

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### VIDEO GUIDE.

This video is basically 'n short retelling of what you have already shared in your cover letter. The purpose is for potential employers to get a better feel of you as a person, as well as to hear your English and American accent. Once again, there is no reason to panic. Be enthusiastic and smile! Tell the viewer why you want to come teach in South Korea and elaborate on your teaching philosophy. Remember to speak slowly and clearly.

- Take the video against a neutral background and with natural light. A webcam is more than sufficient and usually works best.
- Sit still and keep your head level, especially if you are using a Webcam.
- Dress formally / professional and make sure of good light. Ladies, basic and neat make-up is recommended. Men, please be clean shaven.
- Upload the video to YouTube as an unlisted upload. Unlisted means that only persons with the video link will be able to view it, in other words the video is not public. Should you require help in uploading an unlisted video, please don't hesitate to ask us. When your video is ready, please send us **only** the link. To receive example video's, kindly request.