

## **Traidhos Three-Generation Visiting Schools Program 2017**

### **Staff Appointment Procedure**

Mid-April advert for international staff placed

CV and letter of application and contact of referees received by 30 April 2017

Short list of candidates made and interview questionnaire distributed

May– skype interviews held with possible applicants

References requested

End May-June position offered

### **Support on appointment**

Documents requested

Letter in support of entry visa issued

Orientation to living in Chiang Mai and work with program sent

### **Induction, orientation and training**

Orientation to office and paperwork

Staff orientation to Campus

In-house practice of routines, games and activities

Orientation to Thai language and culture

Shadowing trips with an experienced staff