

Instructor FAQ

Here you will find answers to common questions that visiting teachers face. There are three sections: Questions pertaining to our **Christian Leadership Institute (CLI) Short Courses**, our **Africa Theological Seminary (ATS) Network**, and **Africa Travel** in general. We hope this will help you get a feel for what it will mean to come and teach with ICM. If you can't find your answer here, please contact us at (661) 832 9740 or service@icmusa.org. We welcome any other questions you may have as you prepare for your time in Africa -- we will do our best to answer, and also want to keep our FAQ updated!

Please know that we are providing as much information as possible at the time of this writing, and we remain ready to help as best we can. A trip overseas is a complex thing from start to finish -- and it inevitably involves surprises of many kinds. So as your trip unfolds -- planning, traveling, serving, and returning, remember: flexibility will be key!

QUESTIONS REGARDING CLI SHORT COURSES

Question	Answer
What kind of teaching preparation do you recommend?	We ask that you first "participate" in the seminar yourself using the audio or video materials (the ICMUSA office can provide these), and then prepare your own delivery, using the student work book and any other provided materials as resources, and drawing from your own experience; Remember to consider the culture of your audience in your use of illustrations, humor, and slang.
How long does it take to teach a course?	This depends on the course(s) being taught. Most courses are designed to be delivered over 2-3 days; a total of 6-12 teaching hours.
How much teaching will I be doing per-day?	Again, this is highly dependent on the material and circumstance, but a day of teaching can be ~6 hours.
How many participants will attend the conference	This typically ranges widely, depending on the country, and the locale. Typically, a conference is between 50 and 150 people
What is the denominational background of the students?	Participants in ICM programs come from diverse denominational backgrounds (ref ICM's View of Theological Diversity)
What if I differ from the author on a specific teaching point	We ask that you humbly seek to understand the author's view and its merits, and to present their view accordingly. After doing so, you may make additional comments on the topic, expressing an alternate perspective or a personal preference, but always respectfully, and in a spirit of humility (ref ICM's View of Theological Diversity)
What do I do if I am approached for favors or gifts	Please refer all such requests to the ICM Affiliate who is hosting you. He or she is best equipped to address such requests
What about the teaching venue, setting up the seminar, preparation handouts for the teaching, etc.?	In most cases, the in-country contact will arrange for the venue and materials for your teaching; the details of the arrangements can vary from conference to conference; please work with your ICMUSA contact to determine how these arrangements will be handled in your case

QUESTIONS REGARDING ATS NETWORK

Question	Answer
What will I be teaching, and how do I prepare?	This will be discussed and confirmed as you communicate with the ATS campus where you will teach and contact and the ICMUSA office.
What is the teaching schedule / regimen?	Most courses involve 7 to 12 days of teaching, depending on credit-hours. Classes typically run 6 days per week, 4 hours per day
What is a typical class-size?	A typical class-size is 20-25 students
What is the denominational background of the students?	Participants in ICM programs come from diverse denominational backgrounds (ref ICM's View of Theological Diversity)
What if I differ from the curriculum on a specific teaching point?	We ask that you humbly seek to understand the author's view and its merits, and to present their view accordingly. After doing so, you may make additional comments on the topic, expressing an alternate perspective or a personal preference, but always respectfully, and in a spirit of humility. The classroom setting is an excellent place to engage and discuss such issues -- this is encouraged, but must always be done in accordance with ICM's View of Theological Diversity.
What do I do if I am approached for favors or gifts	Please refer all such requests to your African host. He or she is best equipped to address such requests

AFRICA TRAVEL RELATED QUESTIONS

Question	Answer
How do I get a passport?	<p>Note: To travel, you will need a Passport, *and* a Visa. These are 2 different matters! Generally, you should allot at least 15 business days for processing of the Passport; and an additional 15 business days to obtain a Visa from the country of interest</p> <p>To obtain a Passport, generally you will need to bring the following:</p> <ol style="list-style-type: none"> 1) completed app form; 2) proof of citizenship; 3) proof of identity; 4) 2 passport photos; 5) your fee; 6) your social security number <p>First-time applicants will need to physically appear to apply (official sites are typically post offices); The official requirements can be found from: http://travel.state.gov/;</p>
How do I get a visa?	<p>A visa is obtained from the Country of destination, or their embassy. You can apply directly yourself (check the country website) or you can work through an agency that will personally oversee and expedite the process, requiring ~1 week per country (otherwise it can take 2-3 weeks per country, sometimes longer); Requirements and costs can vary from country to country (as high as \$100+);</p> <p>General notes / recommendations:</p> <ul style="list-style-type: none"> > apply for a single-entry visa unless your trip involves exit and re-entry > it is generally best to apply for a tourist visa*
How will flight arrangements and accommodations be handled?	<ul style="list-style-type: none"> > You will need arrange and purchase your airfare (our office will assist you). > You will work with your African contact to agree upon the type and cost of accommodations. The ICMUSA office will help with the communications. > Your African contact will direct you to appropriate restaurants and stores once on the ground.
How much will this trip cost?	<p>Your primary costs will be [flight]+[lodging]+[food]. The guidelines below should give you a budgetary estimate for your trip, but please understand that 'real' numbers will only come as arrangements are discussed and finalized with our contacts on the ground. Costs are particularly difficult to predict closely in Africa.</p> <ul style="list-style-type: none"> > Flight costs vary greatly depending on destination and time-of-year: as of 11/2008 typical prices from LAX to east Africa (eg Kenya) were \$1600-\$2000; costs were similar to West Africa (eg Nigeria); > Typical hotels can range from \$30/night to \$100/night or more; special arrangements and host-home arrangements may also be possible as well, and will depend on availability and your inclinations > Budgeting \$15/day should be adequate in most countries
Where will the funds for this trip come from?	<ul style="list-style-type: none"> > The funds for your trip will be your responsibility to raise. But before you panic, know that ICMUSA staff will be available to coach you through the process, and provide guidance and assistance as best we can.
What shots do I need?	<p>Required immunizations depend on your destination. We recommend that you do the following: 1) Determine the CDC immunization recommendations for your destination http://www.cdc.gov/travel/; 2) Make an immunization appointment with your Health care provider, specifying your travel plans; low-cost immunizations may also be available from the Public Health System in your city (check county govt offices in the phone book); 3) To your appointment, bring the CDC recommendations along with prior immunization records;</p> <p>Special Note: Please begin arrangements at least 2 months before your departure; Some immunities take more time to build than others; and some immunizations can be disrupted by other immunizations (eg: chicken pox can conflict with yellow fever);</p>
What about malaria medicine?	<p>You will need to obtain a prescription from your health care provider and purchase the drugs; The two most common (as of 10/2005) are lariam and malarone</p>