



*BBIP the Place to learn about  
Indonesian language and culture*



**Department of  
Education**

## GUIDELINES

### **LANGUAGE ASSISTANT PROGRAM IN WESTERN AUSTRALIA January to December 2024**

Balai Bahasa Indonesia Perth in collaboration with the Department of Education of Western Australia and supported by the Consulate General of the Republic of Indonesia in Perth, is seeking participants in the 2024 Indonesian Language Assistant Program in Western Australia.

The program will be held for one year, from **January to December 2024**. During the program, participants will teach and assist in Indonesian language classrooms, promoting the Indonesian language teaching and learning program in Western Australia while serving as goodwill ambassadors to introduce Indonesian culture to enhance the bilateral relationship between Indonesia and Australia. Participants will be employed from January to December 2024 by the Department of Education as an Education Assistant and receive a salary to the amount of approximately AU\$1500 fortnightly.

Successful applicants are responsible for funding their own return airfare to Perth, visa and travel/health insurance costs. Accommodation will be provided by the Department of Education for three weeks after arrival in Perth. After this time, Language Assistants will move in to their own rented accommodation.

Applications close at 2400 Australian Western Standard Time (AWST) on **Friday 15 September 2023** via the online Application Form at

<https://bbiperth.wufoo.com/forms/2024-language-assistant-program-western-australia/>

**ONLY APPLICATIONS SUBMITTED VIA THE ONLINE APPLICATION FORM WILL  
BE ACCEPTED.**

ALL enquiries to [lap@balaibahasaperth.org](mailto:lap@balaibahasaperth.org).

## General Requirements

### Applicants must:

1. Be under the age of 31 years as of 31 December 2024  
i.e. Born after 31 Dec 1993
2. Hold a recent graduate degree (S1), preferably majoring in the teaching of Indonesian language or English language.
3. Have good written and oral English ability (proven by IELTS score minimum 6.0 or TOEFL IBT minimum 90). TOEFL ITP (Institutional Testing Program) **NOT ACCEPTED**
4. Be interested in and passionate about promoting the language and cultures of Indonesia
5. Submit an application letter written in English
6. Submit a letter of recommendation from their immediate supervisor or manager
7. Submit a self-written short essay (500 words) in English on the applicant's motivation or expression of interest to take part in the LAP program including their personal attributes
8. Submit a letter from a guarantor in Indonesia stating that they will cover the cost of returning the applicant to Indonesia in an emergency
9. Be available for a phone or online interview *if required* during the selection process
10. **If selected**, take a medical examination in Indonesia
11. **If selected**, be willing and ready to be posted to any location within the state of Western Australia
12. **If selected**, arrange own travel documents (passport and visa), return ticket to Perth, health insurance and other necessary expenses that may occur

**DO NOT APPLY IF YOU HAVE MORE THAN 2 YEARS FULL TIME TEACHING EXPERIENCE AS YOU MAY NOT BE ELIGIBLE FOR THE SPECIAL PROGRAM VISA**

### Please include the following documents in your online application

1. A passport-sized photograph
2. Scanned copy of national identity card (KTP)
3. Recommendation letter from the immediate supervisor
4. A copy of IELTS or TOEFL certificate.
5. A copy of education certificate and transcript.
6. Criminal record check from Indonesian Police Department.
7. A short essay (min 500 words) about the motivation or expression of interest to take part in the LAP program.
8. Statement that the applicant is willing to not bring his/her family member to Australia during the program.
9. Statement that the applicant is willing to pay for all of their expenses relating to LAP program.
10. Statement that the applicant is willing to be posted at any location within the state of Western Australia.
11. Statement from a guarantor in Indonesia stating that they will cover the cost of returning the applicant to Indonesia in an emergency.

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