



مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## WELCOME TO PBS AND NABLUS!



### MORE THAN YOU EVER WANTED TO KNOW ABOUT...

- Settling in
- Getting a phone/SIM
- Receiving/sending mail
- Internet
- If you're sick
- Arabic!
- Where to shop
- Where to eat
- Foods you must try!
- Transportation
- Exercise/Gym
- Fun things to do
- Sites of importance
- PBS Expectations and Procedures
  - Housing
  - Behavior standards
  - School day
  - Logistics

We're very excited to have you join us in Nablus. We promise you this will be an experience you'll remember for a long time.

The West Bank will surprise you. It is packed with the unexpected, the delicious, and the picturesque. There will be moments where life and work will be hard, and there will be days that are a struggle. However, it is not hard to balance these moments with times that make it all worthwhile. If you choose to be proactive, there are many things to do around the West Bank. We have discovered much of what Nablus and the West Bank have to offer – and we are not even close to having uncovered it all.

This is a brief guide to help you prepare for your life in Nablus and get you started on your own explorations.

Please come to us as often as you'd like. We want to make this transition as easy as possible for you and will always try to answer your queries to the best of our abilities. Looking forward to a great year!

*Note:* You'll receive an official handbook of policies and procedures at a later date. This is just meant to be a general introduction and guide to our city and school!





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## GET TO KNOW NABLUS

Nestled between two mountains in the North of Palestine, Nablus is one of the biggest cities in the West Bank with an ancient history and lots to see. We encourage you to read as much as you can about the city on the web before coming, as we can't hope to fit all of that information into this Welcome Packet! When you arrive, we'll help you get oriented to the city, and then the best way to get to know it is just to explore.

## A FEW CULTURAL NOTES

Palestinian hospitality is not a myth! People here are extremely welcoming and friendly, especially to foreigners, and many will open their lives and homes to you.

However, Nablus is one of the more conservative Palestinian cities. As we are guests in Nablus and, most importantly, teachers and role models for children of the community, it is important to be respectful of certain standards and norms in the community.

Nablus is a big city with a small-town feel, and its residents either know or are trying to find out about everyone else's business. As a foreigner, people will note where you work, live, and go.

It is easy to underestimate how conservative the community is as a whole, especially if you are mostly befriending teenage/university-age residents. People will often attempt to put on a cosmopolitan air, particularly young people, but it's generally a veneer. Keep in mind that while people may say to foreigners that they are okay with certain practices or views (ex. drinking), or that they've lived outside Palestine and are therefore more 'open', they may also be relaying your responses or behaviors to others in the community. Be discreet in your behavior and even more in your conversation. Indiscretion, whether in speech or behavior, can result in quite severe consequences for PBS's international department as a whole, as well as the person involved. Also, remember that foreigners in Nablus are seen as a group, and the reputations of all foreigners can be affected by the actions of a few. This means:

- Do not discuss co-ed housing, partying, drinking alcohol, drug use, dating, homosexuality, intimacy outside of marriage, details of romantic relationships.
- Do not discuss atheism/being non-religious or being Jewish.
- Do not share details of your own, or any other teacher's, private life, with students, school staff members, or your local friends.
- Dress and behave conservatively both in and out of work while in Nablus.
- Do not discuss politics or religion! If you find yourself in that kind of conversation, listen respectfully, but do not voice an opinion. Anything you say can be parsed, examined, and twisted until it becomes a problem.

We'll go into this in more detail during orientation, but it's good to get into the habit early of thinking about our role as guests in a community, representatives of the school, and role models to the students we work with.





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## GETTING MAIL

You can receive mail and packages from friends and family. These are picked up from the post office (we can help you find it). You have to pay a small customs fee of ~4NIS and bring your passport along for identification.

To receive mail here, you should use the address below:

c/o Pioneers Baccalaureate School  
[Your Name]  
New University Street #25  
Nablus, Palestinian Territories  
Israel

It can take time for things to get here (between 1-2 months for packages from America!) Different mailing services (USPS, DHL, UPS) may have different rates associated with them.

## GETTING ONLINE

You will find internet in almost all the restaurants and coffee shops in Nablus. You will also have internet at home and at school. There will be times the internet will be down. (Hopefully not often!) The internet in the houses does not handle downloading movies or large files and will slow to a snail's pace, which becomes frustrating for everyone - especially those using the internet for work. Please go to a coffee shop for your downloading needs. Your download will go faster there anyway!

## GETTING A PHONE

Once teachers arrive we will take groups to get phones. Unless you bring an unlocked mobile phone (handset), you can buy a new one here if you plan on having a phone. It's not a requirement, but it is extremely helpful. There are plenty of shops where you can find a cheap phone. A basic (brick-style) handset is ~100 NIS.

The simplest SIM cards operate on a pay-as-you-go system. 20 NIS can last up to a month if you're careful, depending on how frequently you call or text.

Local cell phone area codes generally begin with 059 or 056, and landlines begin with 09. The international calling code for Palestine is 00972 or +972. Friends or family calling your mobile phone from abroad need to omit the first 0 and add on 00972. (Ex. 059xxxxxxx becomes 0097259xxxxxxx.)

The two main cell networks in the West Bank are Jawwal (059) and Wataniya (056). Messaging and calling numbers from one carrier to another is a bit more expensive. Jawwal might be a little more common in Nablus



## MONEY MATTERS

You can use local bank ATMs in Nablus to withdraw money from your bank accounts from home, although some work better than others, and there is no guarantee that they'll work with every foreign card (especially if it's from a small/local bank).

You can transfer and receive money via bank wire transfer or using a service like **Western Union** or **MoneyGram**, all found in Nablus.

You can change between shekels (NIS), dollars (USD), and Jordanian dinars (JD) using local money changers; pounds (GBP) should also be fine. Other currencies may not be locally available. Be sure to check exchange rates before you go, as they normally can change your money close to the actual rate.

## GETTING INVOLVED

There are a lot of ways to get involved in life in Nablus. The French Cultural Center as well as An-Najah University often have speakers, movies, and other activities. The NGO Project Hope and the university offer individual/group Arabic classes for a fee, which many teachers participate in. There are lots of places to explore and things to see.

Please note that observing, attending, or participating in protests, gatherings, movements, or other forms of political activity, are expressly prohibited to staff, as well as any form of online commentary, blogging, or writing about political matters. Teachers must get written permission from the administration before becoming involved with any other organizations. Also be aware that you may not have time to get involved immediately upon arrival. Don't fret! Focus first on getting your PBS work under control - then you'll feel much better about spending time on other things.



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## GETTING SICK



**Pharmacies:** Nablus is full of pharmacies that stock all kinds of medications, including some things that aren't over-the-counter in the West. If you know what you need, you should just be able to go to a pharmacy and pick it up. Anyone who works in a pharmacy should speak good English. If you're not life-threateningly sick but want to see a doctor, or if you need a prescription, check out the...

**Clinic:** There is a clinic, called Mustawsaf ar-Rahma, right by the city center on the main road. Any taxi driver will know this name and take you right there. For a small fee (probably around ~15 shekels) you will be able to see a doctor. They can also do more complex exams there, such as ECGs and x-rays. There is a pharmacy in the clinic where you can purchase medicine or fill a prescription.

There are a few hospitals in Nablus, as well as dentists and specialized doctors. If you need one of these, you can go there, or ask the school secretaries to help you set up an appointment; they are happy to help!



sick	mareed/mareeda	مريض
pharmacy	saydaliyya	صيدلية
clinic	mustawsaf	مستوصف
hospital	mustashfa	مستشفى
medicine	dawa	دواء

## WEATHER



Detailed descriptions of what to expect and what to bring can be found on the Packing List. However, we're just dropping a note here to reiterate that IT GETS COLD!!! It may snow a few times during the winter, but you can definitely count on a lot of rain and extremely cold temperatures, which is difficult to escape as houses don't have central heating or radiators. Each apartment will have a small space heater, but these can never be left on at night, and use a lot of electricity. Prepare to be cold, and pack warm clothing and accessories!





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## OUTSIDE

### THE WEST BANK:

The Allenby/King Hussein Border Crossing in Jericho is the only crossing between the West Bank and Jordan, and how you will exit the West Bank. There are serveeses (~50-60 shekels) from Nablus to the crossing in Jericho. If you are a group, you can also take a private taxi and the cost will be the same or cheaper.

Qalandiya checkpoint, outside of Ramallah, is a main walking crossing to pass from the West Bank to Israel. **All teachers must respect restrictions of their visas. If your visa says West Bank or Judea and Samaria, you may not travel into Israel.**

### INTER-CITY TRAVEL COSTS:

Nablus-Ramallah (16/17 NIS)

Nablus-Jenin (~15 NIS)

Nablus-Jericho (~50 NIS)

Nablus-Bethlehem (~35 NIS)

(may require you to switch in Ramallah)

Nablus-Hebron (must switch in Bethlehem)

If you are a group, you may be able to hire out a servees to go straight to a place or bypass a connection (ex. Nablus to Bethlehem); 7 people will fill a service, but if you are only 5 or 6 you can just pay for the extra seats.

## GETTING AROUND

**Walk:** From the school into the city center is about a 45-minute walk (give or take a bit!). Unless you blend in well, you may face a bit of street harassment walking. If you want to avoid the main street from school to the city center, you can take the parallel street one street to the right. This is much quieter.

The roads are also filled with taxis and serveeses (shared cabs). **To hail one, stick out your arm/hand.** If the driver is free, he will stop for you. A few things to know:

**Servees:** This shared cab is yellow with black parts on the front and back; they have set routes that they drive along. Passengers can get on or off anywhere along the route. Between the city center to Zawata village is a fixed route and goes past the school, so there are generally many serveeses to be found on the main road. The fare is fixed (either 2.5 or 3 shekels). To get out, say “Ya3teek al-3afiya” when you want to stop.



**Taxi:** This cab is all yellow (with a blue-and-white circle), without the black parts on the front and back. It will take you anywhere you want in the city for 10 shekels. You may be charged 12-15 shekels if you are going a far distance or all the way across town. If you want, you can ask the taxi driver how much he will charge for your destination before you get in. You can also call a taxi company to send a taxi to pick you up. Two main taxi companies are **Taxi Itimad** (09-237-1439) and **Taxi Medina** (09-237-7777).

*\*If a servees is empty, you may be able to turn it into a taxi and go to a specific location not on its route. If a taxi is empty, you may be able to turn it into a servees and pay 2.5/3 shekels to be dropped off on the main road it's on. Some drivers may refuse to do this as it's technically illegal, so always ask first.*

Figuring out where to sit in a taxi can be a delicate game. If there is no one in the taxi, women should sit in the back. If there are already men in the back, women should sit in the front. Men can sit anywhere, but be conscious of the dynamics. Sometimes taxis reshuffle during the journey (depending on how conservative the other passengers are) to make seating arrangements more palatable.

### AROUND THE WEST BANK:

**Local Villages and Camps:** Serveeses run from the central servees station out to the refugee camps (Balata, New Askar, Old Askar, Al-Ain), Balata

Village, Askar Village, Zawata Village (the school's route). The station is underground right in the city center/dowar, accessible via outside stairs, or stairs in Cinema City mall.

**Outer Villages:** Two servees stations serve outer villages. The East Station (il-mojamma3 il-sharqi) serves southern/eastern villages. Another station, a block from Nablus Mall (Superstore) towards the city center, serves northern/western villages.

**Inter-city Travel:** Vans and buses serving major cities within the West Bank leave from the Western Station (il-mojamma3 il-gharbi) right down the street from the city center. Costs vary by city.





### ARABIC

Teachers come with varying levels of Arabic; some have never encountered the language before, while others have studied at an advanced level. Whatever your level of Arabic, you can easily begin or build on your knowledge during your time here. Information on Arabic classes and lessons is to the left, while below we'll start you off with some basic phrases and knowledge that will be useful day-to-day.

**The basics:** People generally contrast Modern Standard Arabic (MSA, used in books, radio, news, TV, legal matters, etc.) with dialects, which differ by region and are generally more informal/spoken. Main regional dialects include **Levantine** (including Palestine, Jordan, Syria, Lebanon), North African, Egyptian, Iraqi, Gulf, Saudi, Yemeni, and others. (However, the difference among dialects and between dialects and MSA is a spectrum rather than clearly-defined categories.) People who studied Arabic in school will most likely have studied MSA unless their school offered a specific dialect class. People who study abroad in the Middle East generally adopt their region's dialect.

Modern Standard Arabic	al-fus7a	الفسحي
(Palestinian) dialect	al-3amiyya (al-falastiniyya)	العامية (الفلسطينية)

Arabic contains sounds that don't exist in English (and also lacks some, like "p", "v", and "g"). Sometimes English letters are used to write dialect. People have developed a system for representing these Arabic sounds not found in English, using English numbers (the numbers chosen bear some resemblance to the Arabic letters they stand for). However, this is only used for informal forms of written communication, like Facebook, text messages, store awnings, etc., while formal communication uses MSA.

2	ء	Name: "hamza", pronounced like before the 'a' in 'apple' (glottal stop). The city accent also uses this letter in place of 'q' (ق).	q	ق	Name: "qaʔ", pronounced like 'q/k' but far back in the throat. The Nabulsi/Levantine city accent often replaces this letter with '2'.
3	ع	Name: "3ayn", pronounced indescribably. Get a native speaker or someone who has studied Arabic to pronounce this for you.	3'	غ	Name: "ghayn", pronounced kind of like a French 'r'.
5	خ	Name: "kha", pronounced like you're clearing your throat.	7	ح	Name: "haa", pronounced like an 'h', but deeper in the throat.
6	ط	Name: "taa", pronounced like a 't', but instead of your tongue on your teeth, it should be higher up. Deep-sounding.	6'	ظ	Name: "dhaa", pronounced like 'th' in 'the', but instead of your tongue on your teeth, it should be higher up. Deep-sounding.
9	ص	Name: "saad", pronounced like 's', but instead of your tongue near your teeth, it should be higher up. Deep-sounding.	9'	ض	Name: "daad", pronounced like 'd', but instead of your tongue near your teeth, it should be higher up. Deep-sounding.

### STUDYING ARABIC:

There are many ways to pursue learning Arabic in Nablus if you are interested. Many people take classes at Project Hope, located near the center of Nablus. Classes can be one-on-one or group, and are ~70 shekels an hour (group classes can be a cheaper way to study).

An-Najah University, the main university in Nablus, also offers classes. Others independently schedule conversation sessions with local staff members at school, or set up informal language exchanges with people in the city.

There is the option of focusing on either Modern Standard or Palestinian Arabic. If you are rules-oriented in your language learning or love grammar, you may find it very helpful to study Modern Standard along with dialect, as the general rules of MSA also govern dialect. If you pick up languages better through speaking and conversation, and would rather 'dive right in', you may want to focus on dialect.





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## ARABIC (CONT'D): A VOCAB STARTER PACK

As you start exploring the city, it's always helpful to try basic conversations in Arabic (or just be able to find your way around!)

### GREETINGS AND PLEASANTRIES:

Good morning

→ sabaah al-khair  
صباح الخير

Response:

→ sabaah an-noor  
صباح النور

How are you?

→ Keefik/keef haalik  
(to a female)

→ Keefak/keef haalak  
(to a male)  
كيفك؟  
كيف حالك؟

Responses:

→ al-hamdulillah  
(Thank God)  
الحمد لله

→ mneeh/mneeha  
(good)  
منيع/منيحة

People say good morning or greet each other as they pass in the hall (they never walk by without saying "hello", as we sometimes do).

As a general rule, there is no physical contact between men and women who are not married or closely related. Because some women and men do not shake hands with the opposite sex for religious reasons, it is safest to not extend your hand first and wait for the other person to do so if they are comfortable. The response for politely declining a handshake is to put your hand over your heart.

I want to go to...	bididi aroo7 ila...	بدي اروح الى...
Pioneers Baccalaureate School	madrasat bakaloria al-rowad	مدرسة بكالوريا الرواد
(the first) Zawata traffic circle [location of school]	dowar Zawata al-awal	دوار زواتا الاول
the city center	al-balad al-dowar ('traffic circle')	البلد الدوار
the clinic	al-mustawsaf	المستوصف
the hospital	al-mustashfa	المستشفى
the pharmacy	al-saydaliyya	الصيدلية
the university	al-jaami3a	الجامعة
the servees station (to Ramallah)	al-mojamma3 al-gharbi	المجمع الغربي
restaurant (insert name here)	mat3am (___)	مطعم (___)

How much...?	addesh	قديش
2.5 shekels	sheklain wo nuss	شكلاين ونص
10 shekels	3ashara shekel	عشرة شكيل

To thank someone for their work, or ask a taxi/servees to stop or thank the driver.	ya3teek il-3afiyeh	يعطيك العافية
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↓ The dowar (= traffic circle) in the city center of Nablus.





## BUYING BOOKS:

If you want to purchase some Arabic studying resources before you arrive, here are a couple of recommendations:

**Colloquial Palestinian Arabic**, by Nasser M. Isleem. [Great book for colloquial Palestinian Arabic. Focuses on Gazan dialect but this is extremely close to Nabulsi. Requires being able to read Arabic script, as Arabic is not transliterated, and directions may be written in Arabic.]

**The 101 Most Used Verbs in Spoken Arabic: Jordan and Palestine**. [Great book for dialect vocabulary. Includes a ton of examples.]

If you want to start studying Modern Standard Arabic, most universities follow the **Al-Kitaab** curriculum (Georgetown University Press). Book 1 assumes knowledge of the alphabet and basic vocabulary. If you plan to work through the book yourself, it's worth also buying the answer key to check your work.



## ARABIC (CONT'D): USEFUL LINKS



There are ton of online resources for learning Arabic, especially the alphabet and basic day-to-day vocabulary. While you're getting ready for this year, check out the following websites and resources:

### Alphabet and intros:

[http://www.myeasyarabic.com/site/arabic\\_alphabet\\_learn.htm](http://www.myeasyarabic.com/site/arabic_alphabet_learn.htm) [The Arabic alphabet has some letters that connect to the letters before or after, and many letters look different when they're in the beginning, middle, or end of a word. This website shows you the pronunciation and forms of the Arabic letters, and you can listen to the pronunciation.]

<http://web.stanford.edu/dept/lc/arabic/alphabet/chart.html> [This website shows you videos on how to write letters.]

<http://arabicquick.com/about-learning-arabic-writing/> [This website gives you background on Arabic, lessons on the alphabet, and moves into basic phrases and vocabulary.]

<http://www.arabic-course.com/arabic-alphabet.html> [This website gives an intro to the alphabet and basic grammar.]

### Vocabulary and other practice:

<http://www.learnpalestinianarabic.com/greetings.html> [This website has basic greetings and introductions for Palestinian Arabic, as well as numbers, date, time, and weather.]

[http://www.omniglot.com/language/phrases/arabic\\_lebanese.php](http://www.omniglot.com/language/phrases/arabic_lebanese.php) [More basic phrases and greetings in Levantine Arabic, including the traditional salutation, 'My hovercraft is full of eels'.]

<https://quizlet.com/1109576/palestinian-arabic-phrases-flash-cards/> [This site has more advanced phrases.]

<https://welovearabic.wordpress.com/2014/12/11/top-10-free-levantine-arabic-resources-and-a-few-more-besides/> [This site has a huge amount of resources for Levantine Arabic practice]





## FOOD! (FRESH FRUITS AND VEGGIES)

**BARGAINING** is not common in Nablus. Generally, there is not a culture of vendors trying to “rip off” foreigners, so you can expect that the price you are told is the fair price. That said, there are definitely unsavory characters to be found who may try to fleece you. If you are worried about that, try going to a few different vendors and finding out a range of prices, or having a local friend go with you.

## HOME VISITS

Arab hospitality is amazing. You will inevitably get invited to someone’s home for dinner during your time here. Expect:

- Lots of food (eat enough of the main course(s) not to cause offense, but remember there will probably be dessert after!)
- Most dishes have meat (make sure to tell them if you are vegetarian beforehand; you might need to clarify that this also includes chicken!)
- A long visit (don’t think you can get out of there in just 2 hours)
- Seconds, thirds, fourths...? If you keep cleaning your plate, you’ll keep getting served more.

There are some great vegetable markets located all throughout the city. There are some differences between buying food in Nablus and buying produce in the States. The most common way to get something is to grab/ask for a bag (just point to it if you don’t know Arabic) and start filling it up with whatever you want. Normally, they will weigh it and take out or add more to make it an even kilogram or half kilogram. If the stand owner is not busy, you can also just ask for what you want (ex. “a kilo of tomatos”) and they will fill the bag for you.

Aqqad Mall, which just opened this past year, is just a minute’s walk from the school on the main street, and has a good selection of fruits and vegetables in addition to food and household supplies. There are also many produce shops on Rafidia street.



The souq (market) in the Old City is probably the cheapest place to shop, though they may not have everything that you need. There is a great spice market, meat and fish market, and various vegetable and fruit stands, in addition to an area for clothing, accessories, sweets, etc. This is a fun place to explore, but be sure you remember how to get out (it’s a bit of a maze) or it could end up taking a lot more time. As a foreigner and/or female, you may feel more uncomfortable walking alone in this area after dark, especially during times of heightened unrest, and we advise against this.

Aqqad Mall	Walk on the main road in the direction of the city center, look left!
Souq/Old City	Entrances are located right off the city center/Dowar area (you will probably smell the fish at one entrance). There are other entrances around this general area. Keep in mind there are different sections (fruits/veggies, spices, household supplies, clothing/accessories).
East Vegetable Market	Located a block before the village service station (“il-mojamma3 il-sharqi”, serving southern/eastern villages like Salem, Deir al Hatab, Azmoot) and the clinic (“il-mustawsaf”). Both of these can be used to direct a taxi. About a 15-minute walk from the City Center. Before the vegetable market is also a used clothing and goods market, where you can buy pretty much anything.
Other Vegetable Market	Located two streets across from the servees station serving Ramallah (“il-mojamma3 il-gharbi”), and next to the village service station serving northern/western villages like Asira, Sabastiya). A 5-minute walk from the dowar, and from Superstore in the other direction.
Vegetable Market @ Al-Ayn Camp	Pretty close to the school and teacher housing, although the selection is much more limited and you may feel more conspicuous buying here as it is located on the main street at Al-Ayn Refugee Camp. About a 15-20 minute walk from school up the main road towards city center.



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## MORE FOOD! (GROCERIES)



Like New York, you'll find a ton of "bodega"-style small stores that stock basic household supplies, salt, sugar, coffee, canned goods, drinks, chips, candies, eggs, milk, hummus, butter, other dips, yogurt, etc. These exist all over the city and you'll definitely find some around the apartment. Mr. Masri's store is right down the street from the school on the right, and across the street is a different store. Great for quick snack-and-basics runs. You can also often add phone credit here.



There is a bigger grocery store down the street from the school, Aqqad Mall, which has a wider selection of items as well as fruits and vegetables. There are a few larger grocery stores that look a lot like bigger Western stores, including Superstore, Dream Mall, and Bravo (old and new). You can find a huge variety of things, including lots of different brands (including Western brands of many items), household/beauty products, and often produce.

(↑) Less than a third of what New Bravo has to offer...

Masri store, Aqqad Mall	Right down the street from the school in the direction of the city center.
Superstore	No produce, but a good selection of general items, household supplies, etc. They have fantastic air fresheners and holiday candles. There is a home goods store next door. Located in Nablus Mall. Taxi drivers may not know this store by name, but asking for Nablus Mall should get you to the building. *Right across from the great shwarma place, so plan wisely!
Dream Mall	Open 24/7. A little produce, good selection of food, household supplies, etc. Taxi drivers should know this store by name. Located a block up the street from the cafes "Take Break" and "Illi Kan" which are also well-known. Located a block down the street from the Old Al-Najah University campus.
Bravo (old)	Good selection of food, meat and cheese counter, they have some produce (though it isn't awesome). There is a produce shop right across the street that has great fruits and vegetables. Fakhfakheena, next door to Bravo, has phenomenal cocktails and fresh juices. Taxi drivers will know this by name. Located in the middle of Rafidia Street.
Bravo (new)	Pretty much everything you'll need in one place: produce, wide variety of food including quinoa, gluten-free options, etc., meat counter, cheese counter, nuts/dried fruit, household supplies, beauty products, and more. More expensive than other options, but for convenience and a wide selection, this is your place. *Jasmine Café is a new, nice, upscale café for coffee, lunch, or work, located right inside the complex. Unless you love a good walk, you'll want to take a taxi here. Located a short ride outside the city after Beit Wazan village. Taxi drivers will know this by name but be sure to ask for "il-Bravo il-jdeed" (new Bravo). A one-way ride will be between 15-20 shekels so going with a group will be cost-effective.



### GOOD EATS, CAFES, AND RESTAURANTS



While we are sure that you'll discover lots of amazing haunts while in Nablus, here are a few places to note. Most of these places are open all day, Saturday-Thursday. Keep in mind that while many places do open up Friday afternoon/evening, they may be closed Friday morning until after afternoon prayers. At almost all of these places, you are also able to order shisha.

← **Tarabeesh:** Café located just inside the Old City (upper entrance). Serves a range of drinks as well as limited menu items. If you're seeking out other foreigners in the city, this is also a good place to meet people.



← **Hammouz:** A more traditional Arab coffeshop located on Shweitary Street (walk up from Superstore and the Ainab Shwarma place towards the city center, and it will be on your left), about a block out from the city center. Frequented by local men. Local women will not go here, and foreign women should not go here alone in the evenings.



**Cinema City Café:** Located in the Cinema City building in the city center (2<sup>nd</sup> floor). This is a family café, which means that males alone or in all-male groups are not allowed entry, although foreign males may get away with it. Mixed gender groups are fine, though, as are single females or female groups. Great place to do work or just come to hang out or eat. Serves coffees and other drinks (awesome milkshakes!) as well as mostly Western-type meals (great cheeseburgers). After you eat you can go see a movie!

← **Hotel Yasmine (Zeit w Za3tar):** This restaurant is part of the Hotel Yasmine, located in the Old City a few minutes' walk from the city center. They serve coffees and other drinks as well as meals (Palestinian dishes and Western) and desserts. During less-crowded hours, this is a good place to do work. \*Open on Friday mornings!!!!



**Sole:** Located one street above the upper part of Rafidia Street, by the Trifitness Gym. Serves coffees and other drinks as well as meals and desserts. During less-crowded hours, this is a good place to do work.

**Jasmine Café:** Not to be confuse with Hotel Yasmine, Jasmine Café is new this past year, and is found inside the New Bravo building (directions above). It is a Western-style café with a fairly liberal clientele, and serves coffees and other drinks as well as meals and desserts. During less-crowded hours, this is a good place to do work.



← **Mawardi:** Located near an entrance to the Old City, on Hittin Street (taxis will recognize the street name if not the restaurant name). One of the best places in Nablus, rarely crowded and you might often find yourselves the only patrons. Awesome selection of various salads as well as a range of meals (Palestinian dishes and Western). Very friendly.





مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## FAST FOOD /DELIVERY:

There are a lot of restaurants in Nablus that deliver. On their Facebook pages, you can see their numbers and menus.

- All pizza places
- Nosh, Chili House, Tche Tche
- Other restaurants may deliver, but you might have to call and ask. The taxi fee may be an additional 10-15 shekels.

## GOOD EATS, CAFES, AND RESTAURANTS (CONT'D)

**Shisha w Manousha:** Excellent restaurant located on Rafidia street right across from the Bank of Palestine ATM (you go down stairs to go into it). They are not super expensive and have a good range of Arabic food, salads, etc. Very cool atmosphere.

**Nosha:** Restaurant located at the beginning of Rafidia in the Mecca Mall building. Serves coffees and other drinks as well as meals and desserts. AND THEY DELIVER (#s on their Facebook page)! **Chili House** is a similar restaurant located in the same building.

**Take Break, Illi Kan:** These are two cafes/restaurants located right next to each other, down the street from the old university campus. Both serve coffees and other drinks as well as meals and desserts. At night, these places can become crowded with groups of young men, and females may feel uncomfortable or receive extra attention.

**Saleem Effendi:** This restaurant is located in the Cinema City building on one of the upper floors (?). Outside patio, great view of the city, drinks and meals, affordable.

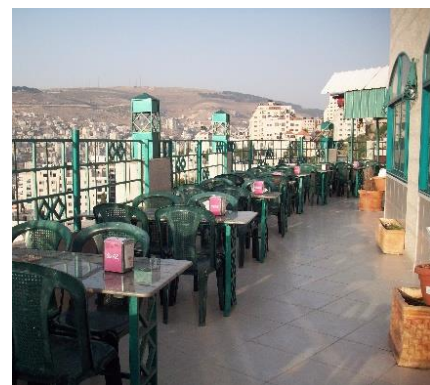
**Samaa Nablus (←):** Located near the top of Ebal mountain, you will be hard-pressed to find a better view of the city. This is a popular lookout point and dinner/weekend destination. A taxi up will be between 15-20 shekels depending on your origin point. There is an entry charge of ~10 shekels per vehicle. You can sit down for a nice meal here (range of Arabic or Western dishes) and savor the view.

**Ward (←), Lemon wNa3na3, Fayrouziat (→), Tche Tche, and others:** These are all restaurants located on Rafidia street, and taxi drivers will know them by name. Ward has a selection of Arabic food as well as Western options. Lemon wNa3na3 and Fayrouziat are rooftop restaurants and have great views. Tche Tche is located right next to KFC on Rafidia, which has also stolen most of its clientele – during quiet hours, Tche Tche is an easy place to do work. Rafidia street is full of restaurants as well!

**So you want some pizza...** luckily, you have a few options! **Pizza House, Pizza Time, Pizza Atout, Domino's Pizza** (is it legit? Who knows!). All of these places also deliver, and you can find their numbers on Facebook. These places also have sandwiches and simple salads. Keep in mind that Nabulsi pizza may not be exactly like the pizza you're used to, but you may grow to love it! A plain pizza here is called "Margarita pizza", and corn is a popular topping. **Berlin Pizza** just opened this year and has good reviews. **Beit Ettayebat** is a small, cute restaurant just off Rafidia that serves pizza.

**And of course, no list would be complete without...**

**KFC!** Just opened last summer and very popular. Expect to see some students. Located near the top of Rafidia.







مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## BUT I JUST WANT A MOM...

If you are craving a home-cooked meal, the **Arab Kitchen** delivers single-serving meals (or bigger platters) that are usually around 25 shekels per person. The daily meal is set. You can find their number on Facebook (المطبخ العربي) and place an order (place it early so they don't run out!).



## MAIN COURSES

Nablus, and Palestine in general, has amazing food – from dips and salads to main courses that take hours of preparation. Being invited somewhere for lunch is the best way to sample the latter, but you can also order most of these things in certain restaurants. Here are just a few of the most famous/delicious Palestinian meals:

**Maqlouba:** “Have you tried maqlouba?” is probably the first question you’ll get during a conversation about Palestinian food. Literally translating to “upside-down”, this dish features spiced rice laden with fried eggplant, cauliflower, potato, and/or tomatoes, topped with chicken or meat. The entire pot is literally turned upside-down onto the serving platter. Often served with salad and yogurt.



**Mujaddara:** If you’re a vegetarian, this is your go-to dish – rice and lentils, topped with caramelized onions, served with salad and yogurt. This is probably the easiest dish to learn to make, as well.



**Musakhkhan:** Huge circular delicious bread called *taboun*, liberally topped with olive oil, onions cooked with sumac, roasted chicken, and almonds. If there is a way to eat this neatly, we haven’t found it yet. The most famous place to eat musakhkhan (they have other dishes, too) in Nablus is a restaurant called Mashawyat Baladna.

**Stuffed zucchini and eggplant:** Eggplants and zucchinis are hollowed out and stuffed with rice and meat, then cooked in tomato sauce.

**Stuffed grape leaves (waraq dawali / waraq 3inab):** Grape leaves, rolled around rice and meat, rolled into grape leaves, and cooked in tomato sauce (often with meat). They take so long to make, and yet are eaten so fast... For vegetarians, **yalanji** is the non-meat version.







مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## BE SURE TO TRY...



**Arabic coffee/Turkish coffee (قهوة عربية / تركية):** If you like coffee, this is your city! You can find Americano/filter coffee, espresso, cappuccino, latte, iced coffee, and other variations at most cafes and restaurants, but don't miss out on these strong, tiny cups that pack a punch. Coffee is often prepared either black or slightly sweetened for a large group, but if you're ordering individually, you can specify – a lot of sugar (7ilweh), medium/light sugar (wasat), or unsweetened (saada).

## FALAFEL (AND FALAFEL-Y THINGS):

Falafel stands/shops are everywhere, and each differs a little bit in character, toppings, etc. Prices range from 2 shekels (for a simple sandwich) to 4 shekels for a deluxe, topping-laden treat.



Kubbeh are oval-shaped, fried balls of wheat stuffed with ground lamb.



There are also enormous falafel balls filled with spiced onions.



**Zeit w za3tar (زيت وزعتار):** Palestine is famous for its olive oil and you can get it in any store; if you're going to the souq, look for the liter-soda bottles full of olive oil; these are as fresh as you can get. This area is also known for the herb za3tar (thyme), which you can easily find in its dried, ground form. Dip some bread in olive oil, then in za3tar, and enjoy! Or try some za3tar mana2eesh (below).



**Mana2eesh (مناقيش):** These baked goods are a delicious meal or snack, generally consisting of bread covered or stuffed with za3tar, cheese, spinach or other veggies, or meat. They also make "pizza" mana2eesh with cheese and other toppings. These are options at most cafes and restaurants, and are sold in shops around the city.

## SHWARMA:

There are lots of shwarma places around the city (~12 shekels); our favorites are:

**Ainab:** Across the street from Nablus Mall, they have shwarma and falafel. You can also get containers for take-away. (Right next to Nablus Mall entrance is Ainab restaurant, which has sit-down or take-away fast-food meals = point to what you want.)

**Red Sign Place:** None of us remember the name... located right in the city center next to the soap factory.





## SWEETS AND DESSERTS!!!

Nablus is a city that loves its sweets, and is famous (all around the region) for a traditional dessert called **kunafa**. While everyone has their favorite places, it is pretty much universally agreed that the **Al-Aqsa** kanafa shop in the Old City, near the clock tower, is one of the best. However, you'll see many different sweet shops around the city, so try them all, try different kinds, and decide for yourself!



In addition to kunafa, sweet shops will often sell lots of other similar concoctions with different kinds of dough and fillings.



**Cocktails** (↩) are an amazing drink popular in the region that may not be what you're expecting – it refers to a fruit smoothie base which can be garnished with chocolate syrup, nuts, fresh/dried fruit, and/or a scoop of ice cream. There are lots of shops around Nablus dedicated to cocktails and fresh juices, including **Fakhfakheena**.

Some holidays have traditional sweets associated with them. **Qatayif** (half-moon-shaped pancakes filled with either cheese or nuts) are commonly eaten in Ramadan, while **maamool** (date-filled cookies) are often made for holidays. But you can still find them throughout the year!







مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## EXERCISE AND THE GREAT OUTDOORS

The **Right to Movement** group leads various hikes and other activities around Palestine, and in the past organized the **Palestine Marathon** in Bethlehem. Follow them on Facebook; this is the best way to find out about events. Check out **Wadi Climbing** for some rock climbing in Ramallah.



**Running/Gyms:** If you are a runner or gym-goer, you can keep that up in Nablus. A lone runner is not a very frequent thing to see in Nablus but is becoming more common. As a foreigner and especially as a woman, you will receive more attention running during the day in populated areas, and may be hassled or feel uncomfortable. Going out early in the morning is a good way to avoid that, but for safety, don't run late at night. Exercise clothing should still be conservative. Running shirtless is not acceptable for males.

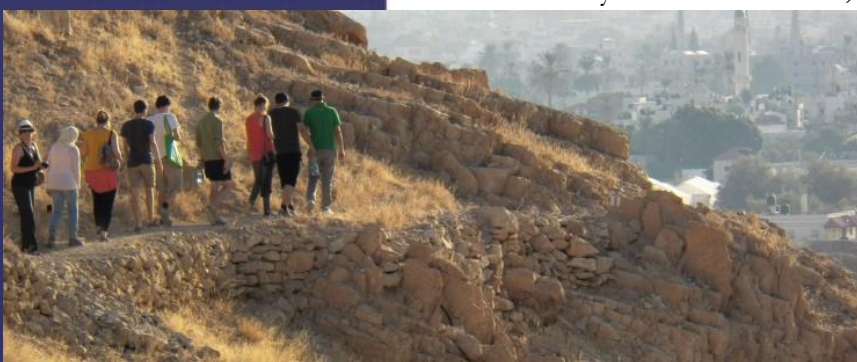
There are a few gyms around the Nablus area; these vary in price. Keep in mind that there are different times for women and men, so you may be more limited in your hours at certain gyms. Here are a few to start; there are also other gyms around Nablus, so if you're interested in that option, shop and ask around!

Green Gym	On Rafidiya Street	A men-only gym; has a lot of equipment, including weight-lifting machines, free weights, and different cardio machines.
Tri-Fitness	On upper Rafidiya Street, near Sole cafe.	Accommodates men and women, but it has specific classes and hours for women. It is a top-notch gym with top-notch equipment, and good showers! They offer different classes (zumba, spin, etc.) for women during the week.
Nablus Mall Gym	A floor above Superstore in the same mall (Nablus Mall)	Separate areas for men and women. The gym for men has better weight-lifting equipment than the gym for women, but both have machines for cardio. The female gym also offers classes. Both gyms are open until around 9 pm at night.



**An-Najah Swimming Pool:** The local university has a great swimming pool. Teachers in the past have signed up for swimming classes (separated male/female), and have loved it. They also have great showers. There are also a few other swimming pools around Nablus.

**Hiking/Camping:** The West Bank has a great deal of amazing hiking destinations and Nablus is no exception. There are many trails that run around Samaa Nablus, Zawata, and other areas, but keep in mind that there are also many IDF bases around; do not cross over into those areas.



There is also lots of hiking outside Nablus around the West Bank. Wadi Qalt in Jericho is a beautiful hike (but is hotter than Nablus so beware, and maybe wait until winter!). There are natural springs along the route. If you're into hiking, consider picking up a copy of *Walking Palestine*, by Stefan Szepesi, which details 25 great hikes of varying difficulty and lengths ([www.walkingpalestine.org](http://www.walkingpalestine.org)).





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PIONEERS BACCALAUREATE SCHOOLS

## GETTING OUT AND ABOUT

**The Hammam:** While not for everyone, the hammam (Turkish bath) is a chance to rid yourself of accumulated grime. Located in the Old City; there are different days for men and women (last year women's days were Sunday and Tuesday until 5 pm). You pay ~30 NIS to enter the sauna and steam room, then you can shower off. For an extra 15 NIS, they'll scrape off all of your dead skin. They serve coffee and sheesha on the couches in the main area. If you want to tag along but not scrub, you can chill here. \*\*Locals are modest even in the hammam – plan on wearing a modest bathing suit or shorts/t-shirt even inside.



### MOVING PICTURES

**Cinema City:** Located in the big mall in the city center, shows mostly American and Egyptian movies. The café has A+ burgers and milkshakes.

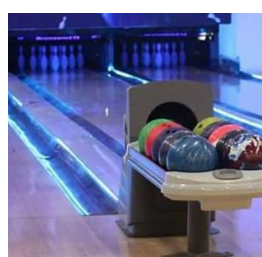
**The French Cultural Institute:** Located on Shari3 an-Najah al-Qadeem, they screen films every Tuesday. The films can either be unique gems or hilariously terrible. You'll meet new people (many foreigners and locals attend).



There's a lot to explore in Nablus and activities to participate in, and here are a few ideas to get you started.

**Sama Nablus:** This park/vista point is a cool place to relax and take in the city of Nablus. With different spots to sit and eat, it's a good spot for a picnic or reading time. Go right before sunset for the most beautiful views.

**Samaritan Village:** One of two Samaritan villages left in the world (the other is in Holon near Tel Aviv), the town on the top of Mount Gerazim is a 15-shekel (leaving from the city center), 10-minute taxi ride away. The Samaritan Museum in the village, curated by the High Priest's brother, is a detailed people's history of this ancient religion and culture (admission ~25 shekels).



**Sabastiya:** A village close to Nablus with excellent historical ruins! (See next page).

**BOWLING!!!:** Nablus proudly boasts 3 different bowling alleys, of which 2 are right down the street from the school (in opposite directions). Bowling alleys serve food and drinks too, so make it a night! But beware – you'll probably encounter students!

**Olive Picking:** Olive trees cover most of the hills around Nablus. Harvest season is in the fall (you might get a day or two off school, as families in villages or who have land will go to harvest the olives). In past years, teachers have gone to Sabastiya or other villages in the company of a local teacher or friend to spend a day picking olives and eating a delicious lunch.



**Octoberfest/Taybeh:** Taybeh, a Christian village outside Ramallah, holds at least two big festivals each year, one in the fall (not necessarily October!) and one in the spring. There are usually a ton of people, lots of foreigners, local drinks, and often live music by popular Palestinian bands.

**Marathon:** This marathon takes place in Bethlehem in the spring, and anyone is welcome to participate; check online for more information, and start training now!



**Nablus Cultural Festival:** This festival celebrating music and the arts started two years ago and takes place in the spring, featuring weeks full of daytime workshops, lectures, and evening performances.

**PalFest:** The Palestine Festival of Literature takes place in the late spring and features Arab and foreign authors and artists, with events taking place in various cities around Palestine. Check online for more information as it gets closer to the date!





# مدارس بكالوريا الرواد

## PIONEERS BACCALAUREATE SCHOOL

### SEEING THE SIGHTS



Nablus is an ancient city with many sites of historical and cultural importance. Here are a couple not to miss:

**Soap Factories:** Nablus is historically famous for its soap production. There are at least two big soap factories that you can visit and tour, one in the city center/dowar, and one in the Old City by the clock tower. You can buy Nablus soap anywhere in the city (great and cheap gift for people back home!).



**Jacob's Well:** This huge church located right across from Balata Refugee Camp is built on top of the ancient well where Jesus is said to have asked a Samaritan woman for a drink. The red dome of the church is visible from afar.

**Joseph's Tomb:** Located not far from Jacob's well in Balata Village, various traditions exist regarding this site; some hold that it is the tomb of Joseph, others contest that it is for differing historical figures.



**Tell Balata (←):** Right down the street from Joseph's Tomb, you can literally step on history and walk among the half-buried ruins of the ancient city.

**Samaritan Village (→):** In addition to the town, there is an extensive historical site to explore, with ruins dating back to Roman and Byzantine times. Go all the way straight through the village and up a winding hill. There is a small entrance fee, but worth it, and you also won't find a better view of Nablus and the surrounding countryside!



**Sabastiya (←):** The village of Sabastiya is a quick ride away from Nablus and has extensive ruins from many different eras, including a Roman amphitheater, a Crusader cathedral, Ottoman buildings, and more, as well as beautiful wildflowers and amazing views of the surrounding area. If you want to coordinate a visit with a guide, there are a few teachers at the school from Sabastiya who are happy to set that up.





# مدارس بكالوريا الرواد

## PIONEERS BACCALAUREATE SCHOOL

### CHRISTMAS!

As it gets closer to Christmas season, there are some great Christmas markets in Ramallah where you can find lots of Palestinian or holiday-themed items and handmade crafts, as well as food/drink, music, and concerts. Check online for dates!



### BETHLEHEM, HEBRON, JERICHO, ETC.:

There's lots to see around the West Bank, way too much to fit it all here! However, a Google search will reveal (almost) all – from the Nativity Church and Christian religious sites in Bethlehem, to the Ibrahimi Mosque and kuffiyeh factory in Hebron, to the remains of the oldest city in the world in Jericho, and many more!



### THE DEAD SEA:

There are beaches where you can access the Dead Sea right outside Jericho. Most charge an entrance fee.

### RAMALLAH

**Ramallah**, about an hour's drive south from Nablus, is the young, hip city that acts as a de-facto political and cultural capital within the West Bank as most Palestinians in the West Bank cannot access Jerusalem. This is where you will find main Palestinian ministries, government buildings, many countries' consulates, as well as NGOs and other international organizations. Ramallah tends to be more liberal than Nablus. There are many cafes, restaurants, bars, and clubs, that also serve alcohol. Ramallah is more anonymous than Nablus and there are many more foreigners, so it can be a nice place to go to relax and unwind.

**Spending the night:** If you go to Ramallah and consume alcohol, it is important to remember that **you cannot return to Nablus under the influence; you must spend the night in Ramallah.** Taxi drivers have close networks and you will be a topic of conversation. However, there are a few affordable places where you can stay the night in Ramallah. Check out **The Hostel in Ramallah** or the **Area D Hostel**; both are relatively new and popular with foreigners.

The big movie theater in Ramallah, **Palestine Tower Cinema**, is usually the first in Palestine to get bigger Western films (we saw Star Wars and Hunger Games there). There are bowling alleys in Ramallah, including Quatro in the **Caesar Hotel** (then go up to the top where you can find a sushi restaurant). There are also at least two **Chinese food** restaurants in the city.

**Snowbar (→):** Meaning "pine trees" in Arabic, this outdoor restaurant/bar is surrounded by trees and also has very comfy seating. They close during the winter as there is no indoors.

**La Vie:** Lovely restaurant with inside/outside seating. Go for the delicious food and the relaxing garden.



**Orjuan:** This restaurant is more upscale but has amaaaaazing (and creative!) food.



**Garage:** Hipster café.

**Zamn:** Chain café that is a nice place to work or hang out.

**Rukab ice cream:** A famous ice cream place in Ramallah close to the city center.

Within very close walking distance of each other, you'll find several restaurants and cafes including **Sangria** and **Fuego** (Mexican food), **Café de la Paix**, **Stones** restaurant and bar, **Pronto** restaurant (pizza), as well as a lot of other places that are constantly springing up. Sangria has a nice outdoor garden and often does themed nights.

Keep an eye on Facebook for Ramallah events.



مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## PBS EXPECTATIONS AND PROCEDURES

This section gives a little more background on housing, cultural and social behavior expectations for foreign staff, school procedures, and some nitty-gritty admin notes.

\*\* Please keep in mind that this is a basic introduction! You will receive more detailed information regarding policies and procedures at a later date!



## THE WORK WEEK

The official work week (and our school week) is Sunday-Thursday. On Friday, most stores are usually closed until after afternoon prayers around 1:00pm.

Transportation runs on Friday mornings, but taxis and serveeses are fewer and far between. Most businesses are open all day Saturday.





مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## GETTING SETTLED

### HOUSING EXPECTATIONS:

Locals are not permitted in the home unless previously cleared by management. This rule applies very broadly and is to be taken very seriously.

Be conservative of electricity and water.

The home is expected to be kept generally clean. The standard of cleanliness is to be determined by management, and residents are to comply with management expectations in these matters.

Respect other people's belongings and those provided by the school. Anything damaged or destroyed should be replaced at the cost of the responsible party.

Take responsibility for your house.

Please contact management with any housing issues.

### HOUSING



While we do our best to ensure you're comfortable and have all you need, please bear in mind that our budget is quite small and we have a number of houses to furnish.

Each apartment will have a clothes drying rack, washing machine, refrigerator, stove top, dish rack, basic furniture, basic cooking and eating utensils, and a communal heater. (However, the heaters are **not** to be used overnight as they use up a lot of electricity.) Each bedroom will have a twin bed, mattress, blanket (though you should bring sheets!), and closet (medium size at best!).

It is extremely unlikely that there will be a TV, radio, or kitchen items that go beyond basic utensils.

Any extra items you may need are available in the market and will be quite affordable. If you are planning to make a big purchase, let someone in the school know and they may be able to point you to somewhere cheap.

Apartments generally house between 3-8 people. It is important to establish and agree upon fair apartment routines and rules from the beginning, due to how much time you and your roommates will be spending together as the months go on. There is a general standard of cleanliness we abide by to ensure comfort. A limited number of kitchen utensils means that you need to wash your things after you are done with them, to ensure the next tired, hungry person to enter the kitchen will not be left to deal with your mess.

If you have any issues regarding housing or roommates, please bring these to the attention of the administration as soon as possible if you are unable to resolve the problem alone. Any maintenance issues, including electricity, plumbing, or other repair, should be reported immediately.

Please be considerate. We aim for the houses to be less like dorms and more like homes where people are comfortable.



مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOLS

## WHAT IS INAPPROPRIATE?

Some examples are:

- Overt support for or mocking of a religious or political belief
- Photos of a female bearing her shoulders/knees/etc. (no bikini photos, please)
- Discussion of illegal activity
- Photos of people holding alcoholic beverages
- Discussion of your distaste for Israeli or Palestinian government policies

If you are unsure if something is appropriate or not, please ask a member of management.

If you need help or suggestions on how to make your online outlets less public, we'll be happy to help you do that. We're not dictating that you retreat from the world! We just ask that you protect yourself, and through that, the school and the students.

THE FOLLOWING **PREVIEW** HAS BEEN APPROVED FOR  
**ALL AUDIENCES**  
BY THE MOTION PICTURE ASSOCIATION OF AMERICA, INC.



## EMPLOYEE EXPECTATIONS

### (IN AND OUT OF SCHOOL)

Wherever you go in Nablus, you are considered a representative of the school and of foreigners. This can feel stifling at times, but in this community, all foreign teachers are judged by the behaviors of each foreigner, and the school's reputation depends on that of its foreign staff. The school also walks a delicate political line in bringing foreign teachers. We ask that you take these guidelines seriously during your time at the school, to protect yourselves, the students, and the school.

**Political Involvement:** Do not become involved in political activity.

We are a school. The purpose of this school is to educate children. Teachers becoming involved politically can endanger the stability of the entire program. It can jeopardize the safety of all of our foreign workers, as well as complicate and compromise future visa acquisition for PBS. For this reason, it is not permissible to become involved in any political activity without express permission of the management. This extends even to peaceful protests, or even observing or attending protests or political gatherings. It also extends to writing or engaging in online political commentary. All of these forms are expressly prohibited.



**Internet Presence:** Be discreet.com

The personal is no longer private. Your personal blog(s), your Facebook, your YouTube channel, Instagram, Twitter, and any other social media outlets now operate as a voice of the school. Whether you think so or not, the Israeli government thinks so, as do the local community and the parents of our students.

Teachers have been sitting in that little room while trying to exit the country with their own words from their personal blog recited back to them by Israeli officials. Community members have seen (seemingly) innocuous photos on the Facebook pages of teachers that end up causing an uproar in the entire community. Students have combed through every photo and post on a teacher's Facebook account. A teacher has left their computer playing songs from Youtube in a classroom, only to have students go home and tell their parents about inappropriate images in the music videos. Local school staff members have opened their Facebooks and seen beach pictures posted by foreign staff members.

Given this, it is mandatory that if your blog, Twitter, Facebook, or any other accumulation of your personal information can be traced to you (by name, photo, email, etc.) you must ensure that it is completely uncontroversial. Nothing political, nothing that speaks ill of the community (neither the one here, nor the one on the other side of the wall), nothing religious, and nothing culturally offensive.





### EMPLOYEE EXPECTATIONS

#### (IN AND OUT OF SCHOOL) (CONT'D)

When you are given instruction by management, act on it.

As you can tell, the line between your personal life and professional life will become very blurry. You will need to be prepared to take action on instruction from management in all areas.

Your supervisors will always be willing to discuss with you the reasons for their request, whether it regards professional or personal behaviors.

Keep in mind that the reasoning comes from experience in the community, and that the request is made with the best interest of the school in mind, and that as much as you don't want to discuss your personal life with your supervisors, they like it even less...



Perhaps the most important (and frustrating) of our expectations are those pertaining to cultural sensitivity. These are the rules and guidelines that will wear you down over the course of the year. We realize that many of these points have been mentioned previously, but we can't stress them enough. We thank you in advance for respecting these expectations, and let us know if we can help clarify anything that is being asked of you!

**Cultural Sensitivity:** Be discreet: In real life.

As a foreigner in Nablus, you are immediately conspicuous. You will be known, and you will be discussed. On a regular basis. By complete strangers. But just because they are strangers to you does not mean that they are strangers to influential members of our community.

Assume that every single thing that you do outside your own apartment is being recorded on video and distributed among every member of the community. Because that's essentially what is happening. There is very little to do here other than to gossip, and everyone knows everyone. Before you act, think, "Would I do this in front of my super-conservative 90-year-old grandmother and her favorite super-fundamentalist religious leader?" If the answer is no, then don't do it outside of your apartment. Don't talk about it within earshot of locals. And don't do it in front of an open window.

That means no public drinking. No public intoxication. No public discussion of ever having drunk alcohol in your life. No such discussions with any locals, no matter how accepting and "Western" they seem. Apply the same rule to the topic of sex. No discussion of sex, or of elbows for that matter. No public physical interaction beyond a handshake between members of the opposite sex. Don't publicly discuss any such interactions. Not aloud in a café, and not with your super-cool-super-Western-local-friend-who-grew-up-in-England-and-so-he's-totally-cool-with-it. Also be aware that there are many people here who understand English. It's easy to fall into the habit of speaking freely, assuming that those around you don't understand. That's often not true.

Given how small our professional community is, it is additionally advised that teachers use both discretion and caution amongst one another in regards to becoming engaged in romantic relationships. Our social networks are small. It is important that there be no public evidence that anyone is dating anyone else. Students or local staff should never have reason to suspect such a relationship. Dating local men or women is strictly prohibited. Even one-boy/one-girl café visits with a local will appear inappropriate.

While these may seem trivial, each of these examples has occurred in the past, and been reported to the management via the gossip network and/or outraged parents/Nabulsis.

So just imagine you live in a fishbowl in the home of a very conservative family.

Be a good fish.



مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## EMPLOYEE EXPECTATIONS (IN SCHOOL)

### School Day Policies

**Arrival/Departure:** Full-time employees must arrive by 7:15am and may not leave school grounds until 3:00pm without prior authorization. Part-time employees are required to arrive with adequate time to prepare their class, and their schedules will be set by management.



Time spent at the school is meant to be productive time. It is a great opportunity to work on lesson plans and materials for the coming week, do grading, research for possible class projects, or get involved in an extra-curricular activity with the kids. Facebook and personal emails are not a valuable use of your time!

**Duty:** Grades 1-6 and Grades 7-12 have two breaks during the day, at different times. Teachers help in supervising the students during these breaks. There will also be teachers on “duty” before and after school.

The duty schedule is assigned by management. If you would like to make a change (generally or in a single case) to the schedule, clear it with management first, but we’re quite happy to accommodate.

Your supervisors will show you specific rules for different break areas when you are at the school. While on duty you must:

- Be aware of your schedule and arrive on time for duty. If you don’t teach right before duty, please arrive a few minutes before the bell rings.
- Not engage in conversations with students or teachers beyond those necessary to perform duty.
- Always be scanning your environment.
- Take appropriate disciplinary action for students who break rules or engage in hitting, fighting, or other behaviors.

Playing and conversing with students is encouraged at other times, as it’s truly beneficial to their socialization to bond with you in these ways. However, when you’re one of the few teachers assigned to supervise and maintain safety, playing with one student endangers the safety of other students on break.

Moreover, remember that you are a professional and a role model for these children. Especially with older students, it can be easy to see them as friends or peers, and they certainly will want to engage in discussions about those “deep” subjects that teenagers think a lot about. Be sure to abide by school policies regarding acceptable topics of discussion in these scenarios.



## PREPARATION:

**Lesson Plans:** You must submit plans to your coordinator the Thursday before that week. Sending them early is encouraged and will often improve quality. Coordinators will review plans after they are received. When they give feedback on the plans, teachers are expected to implement the suggestions promptly.

If you are struggling with your plans, speak to your coordinator as soon as possible. They are more than happy to help!





مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

## PREPARATION (CONT'D):

**Printing:** Materials should be fully checked by your coordinator before you print or hand anything out. Printing is never to be done on the same day as the materials are to be used. Technology is notoriously unreliable in Palestine, but this is not an acceptable excuse for being unprepared for class.

**Classroom:** Though it may not be possible to completely access and prepare your classroom prior to each class, you should have ready:

- board markers, erasers, extra pencils /paper /erasers /etc.
- whiteboard set up
- computer and speakers
- materials distributed or ready to distribute
- desks set up for class
- class books/your copies

## EMPLOYEE EXPECTATIONS (IN SCHOOL)

### Administrative Procedures

**Payment:** Employees are paid on a monthly basis, by the 5<sup>th</sup> day of the month following the month for which they are being paid (ex. an employee who works the month of September will be paid their monthly stipend by the 5<sup>th</sup> of October).

Bank accounts with the bank used by the school are set up during training week. Teachers' paychecks are deposited in these bank accounts, which have an ATM card to withdraw money. Employees are paid in shekels (NIS). If you need to visit the bank personally during business hours, you will need to plan to go during a long break during the school day.

**Visas:** All teachers enter initially on a 3-month B/2 tourist visa (sometimes the visas issued are for shorter periods, like 1 month – this is okay, it just means we renew yours sooner rather than later). A couple of weeks prior to your initial entry visa expiration, the school will apply for your year-long visa. **All teachers must respect restrictions of their visas. If your visa says West Bank or Judea and Samaria, you may not travel into Israel.**

The school can only cover the cost of one successful visa extension. If for some reason you require another extension or if your application is rejected because of problems with your passport (i.e. no empty page for the visa, expiry date less than six months away), you will need to cover the cost of the re-application.

**Breaking Contract:** Expectations for employees who leave prior to completing their contract period are outlined in the employment contract signed by employees and management. Anyone who breaks contract will be expected to exit promptly from the provided accommodation, as stipulated by management.

**End-of-year/Wrapping Up:** The end of the year is a hectic time, but we do our utmost to do right by all teachers and make sure everyone has what they need. There will be a reasonable final checklist of academic and housing tasks that employees will need to check off before final paychecks are issued, including making sure materials are ready to pass on to next year's teachers and that the housing is in good condition. You will also need to submit your booked flight receipt, both for reimbursement purposes and to prove

that you are leaving within the confines of your visa. Once you complete your contract period and obligations, your flight reimbursement will be processed up to the allotted amount, taking into account arrival and leaving flight, and will be issued at the time of the final paycheck. If you need certain financial accommodations, please do not hesitate to speak with the coordinator. **Please do not book your leaving flight until you have confirmed with your academic coordinator the last working day that you will need to be present in Nablus.**

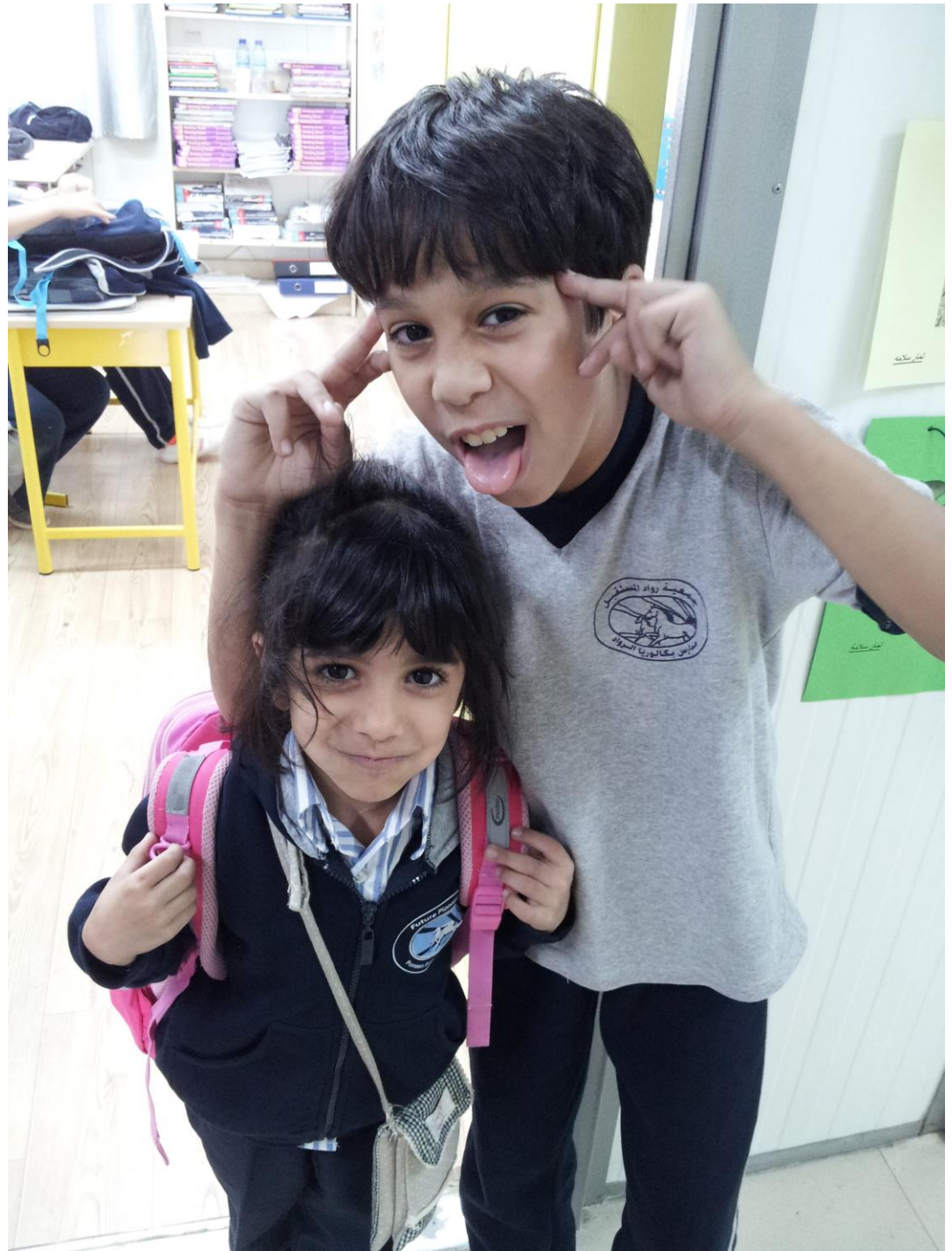




مدارس بكالوريا الرواد

PIONEERS BACCALAUREATE SCHOOL

**THANK YOU!!!!**



We would like to thank you in advance for all that you are going to give to PBS.

This will be one of the most challenging experiences of your life, but we hope that it will also be one of the most rewarding.

Without you, the school would not be what it is. By choosing to come to the West Bank, you are about to fundamentally change the lives of our students and their families. Good luck!