[Institución Educativa SEK](http://sek-web-institucionsek.azurewebsites.net/)

Principio del formulario

Final del formulario

**Student Work Placement**

**Secondary School Classroom Assistants for English and Humanities at International Schools in Spain**

|  |  |
| --- | --- |
| **EMPLOYER INFORMATION** | |
| Name of organisation | **SEK International Schools** |
| Addresses of schools | **Colegio Internacional SEK-Atlantico**  Boa Vista, Poio. 36005 Pontevedra.  Galicia, Spain.  **Colegio International SEK-Ciudalcampo**  S.S. de los Reyes 28707 Madrid, Spain.  **Colegio Internacional SEK El Castillo**  Villanueva de la Cañada  28692 Madrid, Spain. |
| Website | http://www.sek.es/ |
| Short description of the company | SEK International School is a private international school educating children from 0 – 18 years of age. We have centres in Barcelona, Madrid, Pontevedra, Almeria, Dublin, France and Qatar. 50 % of the tuition is given in English whilst the remainder is given in Spanish. We follow the International Baccalaureate Programme from Infant School through to Primary and Secondary School |
| **Application process** | **Send CV, Skype details and covering letter to** [**anita.pineda@sek.es**](mailto:anita.pineda@sek.es)  **Once reviewed, suitable applicants will be contacted and interviewed by skype.**  Application deadline: 28 March 2023 |
| **CONTACT DETAILS** | Anita Pineda: International Placement Supervisor |

|  |  |
| --- | --- |
| **PLACEMENT INFORMATION** | |
| Department / Function | Classroom assistant to help out in the **Secondary School** assisting in the teaching of English to students between 12 and 18 years of age. Possibility to assist in Humanities classes too. |
| Description of activities | * Suitable for students of: Education, Politics, Humanities, Sociology, Psychology, Modern Languages (Spanish) English, EFL.   This placement is suited to students who would like experience assisting with the **teaching of English**. You will be encouraging the students to communicate in English, help them with their Powerpoint presentations, assisting with English language structure, pronunciation, vocabulary and also with other classroom activities.  You would work alongside and support our bilingual teachers by helping with the planning and developing of activities and making/adapting resources according to the pupils’ abilities and learning styles. Intercultural strategies are used to promote a positive learning environment and encourage the pupil’s international mindedness and you would be expected to demonstrate an understanding, patient, warm, and receptive attitude towards the pupils and show interest in their progress. You would help out a maximum of 30 hours per week from Monday to Friday and one Saturday Open morning at the end of term.   * Placement Duration: 10 months (shorter placements may be considered) * Language required: English. * Salary: Unpaid, however you will be provided with free accommodation in rented flats or in the campus residence. All bills and internet are included. * You will be provided with breakfast and lunch from Monday to Friday. * The successful candidates will be required to purchase their flights to and from Spain. Free airport transfers are provided when you arrive to take you to your accommodation and to take you back to the airport when you complete your contract. * You will be assigned a Mentor who will be responsible for your professional development throughout your placement. |
| Locations | Madrid, Pontevedra, Spain. |
| Duration | September 2023 – June 2024 (shorter stays can be arranged if necessary) |
| Working hours | Maximum 30 hours per week, or as required by your University |
| Accommodation | Accommodation is provided free of charge, sharing facilities with other assistants on the same programme. There are no bills or rent to pay. |
| Details of financial and “in kind” support to be provided | Breakfast and lunch are provided on school days. Transport is provided from/to the airport on day of arrival and departure. |

|  |  |
| --- | --- |
| **COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS** | |
| Languages and level of competence required | Spanish is not required as you will have plenty of opportunity to learn and improve the language during your placement. English: Native or minimum level C2 (CEFR) is required. |
| Other | Personal Travel and Medical Insurance and Child Protection Certificate to be provided by student. EU and UK students should have the EHIC card. |
| **INFORMATION PROVIDED BY** | |
| Name | Anita Pineda |
| Department / Function | International Placement Supervisor |
| E-mail address | anita.pineda@sek.es |
| Date | 20/03/2023 |