

Erasmus Student Traineeship in Spain

EMPLOYER INFORMATION	
Name of organisation	Ies Pere Boil
Address inc post code	C Ceramista Alfons Blat, 20
Telephone	+ 34 961 20 62 25
Fax	+34 961 20 62 26
E-mail	46017535@edu.gva.es
Website	http://www.pereboil.com/
Number of employees	80
Short description of the company	State secondary school offering also Vocational Qualifications. We also offer an International Baccalaureate.
CONTACT DETAILS	
Contact person for this placement	Juan Carlos Tato
Department and designation, job title	English department, teacher and Erasmus coordinator.
Direct telephone number	+34 656281456
E-mail address	tatoagra@gmail.com
APPLICATION PROCEDURE	
Who to apply to (including contact details)	Juan Carlos Tato Agra
Deadline for applications	September 2014
Application process	Please email us your CV/Cover letter for consideration and we'll discuss the application further with you at earliest convenience.
Please provide as much information on the placement as possible – too much information is better than not enough!	
PLACEMENT INFORMATION	
Department, Function	English Department
Location	Manises, Valencia, Spain
Start Date	October 2014
Duration	From three to six months
Working hours per week	30
Description of activities, tasks	<p>Help the department in the preparation of materials (specially digital), in extracurricular activities and in oral activities with the students:</p> <p>Secondary education:</p> <ul style="list-style-type: none"> -selection and/or design of complementary materials for oral lessons. -selection and/or design of audiovisual materials. <p>Secondary education (further)</p> <ul style="list-style-type: none"> -Selection of texts for the preparation of examinations of access to the university. -preparation of materials for debates in small groups <p>Vocational qualifications:</p> <ul style="list-style-type: none"> -Preparation of specific vocabulary activities for the different fields we teach: Telecommunications, International trade and Business administration.

	Students of all levels -Cooperation in the preparation of students' oral skills. -Help in the planning and implementation of the out-of-school activities that are designed for the course.
Accommodation	Not provided
Details of financial and "in kind" support to be provided	We can help the candidate in looking for suitable accommodation and trip arrangements.
Other	
COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS	
Languages and level of competence required	English (equivalent to native)
Computer skills and level of skills required	Good command of Office.
Drivers license	Not needed
Other	