

# Student Work Placement

## Early years and Primary Education Classroom Assistant

EMPLOYER INFORMATION							
Name of organisation	<b>SEK International Schools</b>						
Addresses of schools	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <b>Colegio Internacional SEK-Catalunya</b> La Garriga. 08530 Barcelona, España                 </td> <td style="width: 50%; border: none;"> <b>Colegio Internacional SEK-Ciudalcampo</b> S.S. de los Reyes 28707 Madrid, España                 </td> </tr> <tr> <td style="border: none;"> <b>Colegio Internacional SEK-El Castillo</b> Villanueva de la Cañada 28692 Madrid, España                 </td> <td style="border: none;"> <b>Colegio Internacional SEK-Santa Isabel</b> 28012 Madrid España                 </td> </tr> <tr> <td style="border: none;"> <b>Colegio Internacional SEK-Alborán</b> El Ejido, Almeria, España.                 </td> <td style="border: none;"> <b>Colegio Internacional SEK-Atlantico</b> Boa Vista, Poio. 36005 Pontevedra.                 </td> </tr> </table>	<b>Colegio Internacional SEK-Catalunya</b> La Garriga. 08530 Barcelona, España	<b>Colegio Internacional SEK-Ciudalcampo</b> S.S. de los Reyes 28707 Madrid, España	<b>Colegio Internacional SEK-El Castillo</b> Villanueva de la Cañada 28692 Madrid, España	<b>Colegio Internacional SEK-Santa Isabel</b> 28012 Madrid España	<b>Colegio Internacional SEK-Alborán</b> El Ejido, Almeria, España.	<b>Colegio Internacional SEK-Atlantico</b> Boa Vista, Poio. 36005 Pontevedra.
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Website	<a href="http://www.sek.es/">http://www.sek.es/</a>						
Short description of the company	<p>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.</p> <p>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</p>						
Application Procedure							
Application process	<p><b>Send CV, Skype details and covering letter to <a href="mailto:anita.pineda@sek.es">anita.pineda@sek.es</a></b></p> <p><b>Once reviewed, suitable applicants will be contacted and interviewed by skype.</b></p> <p><b>Application deadline 05 October 2020</b></p>						
CONTACT DETAILS							
	Anita Pineda Sampson: International Placement Supervisor						

PLACEMENT INFORMATION	
Position	Classroom assistants to give English support in Early Years and Primary Education at our international schools in different regions of Spain.
	<ul style="list-style-type: none"> <li>Suitable for students of: Education, Childhood studies, Psychology, Modern Languages (Spanish) English, Sports, Theatre, Sciences, EFL.</li> <li>Placement Duration: 10 months (shorter placements may be considered)</li> <li>Language required: English</li> <li>Salary: Unpaid, however you will be provided with free accommodation in rented flats or in the campus residence. All bills and internet are included.</li> </ul>

	<ul style="list-style-type: none"> <li>You will be provided with breakfast and lunch from Monday to Friday.</li> <li>The successful candidates will be required to purchase their flights to and from Spain.</li> <li>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.</li> <li>You will be assigned a Mentor who will be responsible for your professional development throughout your placement.</li> </ul> <p>This placement is suited to students who would like experience assisting in a private international school where they will be able to support their bilingual Partner Teachers teaching in <b>Early Years or Primary Education</b>. They will be encouraging children to communicate in English, supervise them during recreational activities and help in other classroom activities.</p> <p>You would work alongside and support our teachers by helping with the planning and developing of activities and making/adapting resources according to children's abilities and learning styles.</p> <p>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.</p> <p>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</p>
Locations	Madrid, Barcelona, Spain
Working hours	Maximum 30 hours per week, or as required by your University
Accommodation	Accommodation is provided free of charge. 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. Full board available at SEK EI Castillo, Madrid. Transport is provided from/to the airport on day of arrival and departure.

## COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS

Languages and level of competence required	<p>Spanish is not required as you will have plenty of opportunity to learn and improve the language during your placement.</p> <p>English: Native or minimum level C2 (CEFR) is required.</p>
Other	Personal Travel Insurance and Child Protection Certificate to be provided by student. EU students should apply for the EHIC card.

## INFORMATION PROVIDED BY

Name	Anita Pineda Sampson
Department / Function	International Placement Supervisor
E-mail address	anita.pineda@sek.es
Date	23/09/2020

