

Student Work Placement

Design and Technology Classroom Assistant

EMPLOYER INFORMATION	
Name of organisation	SEK International Schools
Addresses of schools participating in the programme.	<p>Colegio Internacional SEK-Catalunya La Garriga. 08530 Barcelona, España</p> <p>Colegio Internacional SEK-Ciudalcampo S.S. de los Reyes 28707 Madrid, España</p> <p>Colegio Internacional SEK-El Castillo Villanueva de la Cañada 28692 Madrid, España</p>
Website	http://www.sek.es/
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 (and also Catalan at SEK-Catalunya and French at SEK Les Alpes).</p> <p>We follow the International Baccalaureate Programme from Infant School through to Primary and Secondary School</p>
Application process	<p>Send CV, Skype details and covering letter to anita.pineda@sek.es</p> <p>Once reviewed, suitable applicants will be contacted and interviewed by skype.</p> <p>Please check location of school before applying.</p> <p>Application deadline: 12th March 2021</p>
CONTACT DETAILS	Anita Pineda Sampson: International Placement Supervisor

PLACEMENT INFORMATION	
Position	Classroom assistants to assist in Design and Technology .
Description of activities. Design and Technology	<p>This placement is suited to students with a technical background as well as design who would like experience assisting and providing input on activities for teaching in the Design and Technology department. Creating 3D structures with the use of different materials and with the possibility to incorporate electronics and IT. You should be skilled in technology, be proactive and enterprising.</p> <p>You would be able to get involved in the different projects and extra curricular clubs. For example: Primary and Secondary programming club, Robotics and Drones.</p>

	<p>You would assist in planning the different tasks to achieve the students objectives, project management, scheduling, and management of materials and resources.</p> <p>You would work alongside the partner teacher to train in skills such as 3D printing, design, programming, the use of semiprofessional audiovisual media, robotics and prototyping and modeling of products and ideas. Art, Sculpture, Technical drawing and Graphic Design.</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> <ul style="list-style-type: none"> • 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. • Free airport transfers are provided when you arrive in Spain to take you to your accommodation and to take you back to the airport when you complete your contract. • The successful candidates will be required to purchase their flights to and from Spain, personal travel insurance and their International Child Protection Certificate (ICPC) <p>You will be assigned a Mentor who will be responsible for your professional development throughout your placement.</p>
Locations	SEK Catalunya, La Garriga, Barcelona; SEK El Castillo, and SEK Ciudalcampo, Madrid
Duration	September 2021 – June 2022 (shorter placements can be considered)
Working hours	Maximum 30 hours per week, or as required by your University. One Saturday Open morning per term.
Accommodation	Accommodation is provided free of charge in the school residence or flats, 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. Evening meals are available depending on the hosting school. 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 students should apply for the EHIC card.

INFORMATION PROVIDED BY

Name	Anita Pineda Sampson
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Department / Function	International Placement Supervisor
E-mail address	anita.pineda@sek.es
Date	19/11/2020