

Student Work Placement

French & English speaking Classroom Assistant for Spanish Residential school in the French Alps

EMPLOYER INFORMATION	
Name of organisation	SEK International Schools
Address of placement.	Colegio Internacional SEK-Les Alpes St Nicolas La Chapelle, Flumet-Val d'Arly. 73590 Flumet, France
E-mail	anita.pineda@sek.es
Website	http://www.sek.es/
Short description of the company	SEK Les Alpes International School is a private international school educating children from 12 - 16 years of age. 50 % of the tuition is given in English whilst the remainder is given in Spanish and French. We follow the International Baccalaureate Programme (MYP)
CONTACT DETAILS	Anita Pineda International Placement Supervisor
Application Procedure	<p>Application deadline: 22 March 2021 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>

PLACEMENT INFORMATION	
Position	Classroom Assistant to assist in the teaching of English to Spanish Secondary students in a small residential school in the French Alps.
Description of activities	<p>This placement is suited to students who would like experience assisting in the teaching of English and have an interest in mountain sports (skiing, rafting, climbing, canyoning) You should have a minimum B1 level of French, but must speak to the students in English at all times.</p> <ul style="list-style-type: none"> - You will help to prepare the students for the Cambridge English exams - Assist in English taught subjects and also French classes if desired. - You Will help to correct students' English classwork - Supervise study period from 18:00 – 20:00 (on rota) <p>Every week the students do different sport activities. During the ski season they ski 3 days a week. If you're on weekend duty you are obliged to attend the activity with the students. You can do the activities (for free) the weekends that you're not on duty.</p> <p>The principle language in the school is Spanish. However you need to have a good level of French to communicate with the activity instructors and French speaking staff.</p>

	<ul style="list-style-type: none"> • Placement Duration: 10 months (shorter placements may be considered) • Language required: English and French. • Salary: Unpaid, however you will be provided with free accommodation in the school residence. All bills and internet are included. • You will be provided with full board 7 days per week. • The successful candidates will be required to purchase their flights to and from Geneva Airport. 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.
Locations	SEK Les Alpes, Flumet, French Alps;
Duration	Preferably the whole academic year from September 2021 to June 2022.
Working hours	Maximum 35 hours per week, or as required by your University
Accommodation	Accommodation is provided free of charge in the school residence, there are no bills or rent to pay.
Details of "in kind" support to be provided	Full board is provided. 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>English: Native or minimum level C2 (CEFR) is required.</p> <p>French: Native or minimum level B2</p> <p>Spanish: preferable but not essential.</p>
Computer skills and level of skills required	Competent level Microsoft Word, Excel, Outlook and PowerPoint, Blogs
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 Coordinator
E-mail address	anita.pineda@sek.es
Date	05/02/2021