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

Principio del formulario

Final del formulario

**Student Work Placement**

**Science Laboratory Classroom Assistants for International Schools in Spain**

|  |  |
| --- | --- |
| **EMPLOYER INFORMATION** | |
| Name of organisation | **SEK International Schools** |
| Addresses of schools participating in the programme. | **Colegio Internacional SEK-Catalunya Colegio International SEK-El Castillo**  La Garriga. Villanueva de la Cañada  08530 Barcelona, España 28692 Madrid, España |
| Website | http://www.sek.es/ |
| Short description of the company | SEK International School is a private international school educating children from Early Years to Secondary Education 4 months – 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 (and also Catalan at SEK-Catalunya and French at SEK Les Alpes). We follow the International Baccalaureate Programme from Infant School through to Primary and Secondary School. We also have an extensive extra-curricular programme. |
| **Application Procedure** | **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.**  **Please check location of schools before applying.**  Application deadline: 16th January 2020 |

|  |  |
| --- | --- |
| **PLACEMENT INFORMATION** | |
| Position - Science | This placement is suited to students who would like experience assisting in a private international school where you would work alongside and support our teachers by helping with the planning and developing of activities for the **Science classes and laboratory.** |
| Description of activities | To assist with laboratory practices for **Biology, Chemistry, and Physics** in both **Primary and Secondary** education. Encourage students to consider environmental issues and carry out **ECO projects** around the school. You would also prepare **lab reports** and the steps of various **experiments.** Help the students with extra explanations and help with their reports and projects.   * Placement Duration: 4 - 10 months * 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)   You will be assigned a Mentor who will be responsible for your professional development throughout your placement. |
| Duration | September 2020 – June 2021 (shorter stays can be arranged if necessary) |
| 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. 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. |
| Computer skills required | Competent level Microsoft Word, Outlook and PowerPoint, |
| 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 | 04/12/19 |