

Erasmus+ work placement offer

Employer: Česká škola bez hranic Paříž, Paris, France

Required profile of the candidates:

- students of Czech philology (Faculty of Arts or Faculty of Education)
- Master study students preferred
- experience in working with children
- good command of French language (min. B level)
- flexibility

Work programme:

Activity 1: Teaching assistant (Pre-School and School section); Extracurricular Activities

Temporal frame: 25 hours a week

Tasks: Active participation in helping the main teacher during the classes – students' assistance in completing particular tasks or individual work with smaller groups of children. Work with children during the recess. Assistance in preparation of the classes and the teaching material if needed. Teacher's assistance in fulfilling the administrative tasks related directly to the classes themselves. The trainee will get the possibility of preparing and teaching her own class at least once during the training period; will be guided by the main teacher and will be given a detailed feedback on her work. The trainee will also have a possibility of assisting at the teachers meetings to debate the students' work and progress. Active participation in preparation and realization of extracurricular activities and special events, such as Reading afternoon, Reading recess and different workshops will be required. N. B. The trainee will get the information about the school and safety rules before the start, a full familiarization with the school teaching program will also be required.

Activity 2: Administration and organizing

Temporal frame: 13 hours a week

Tasks: Webpages and Facebook updating, students' database updating, help with administrative part of the enrolment procedure, work in the library, help with general school administration and school publicity; help in organizing the I. Conference of the Czech Schools in France held in October 2015 in Paris.

Anticipated temporal frame of the placement: from 09/2015 till 01/2016

Contribution: Erasmus+ financial support 600 EUR per month

Please send your application documents (CV and cover letter in Czech/French language) to lucie.slavikova@cspb.cz by 05/06/2015.