

Erasmus Student Work Placement Offer in Spanish educational institutions in the Canary Islands

The *Oficina de Programas Europeos de Educación en Canarias* (OPEEC) is an administrative unit dependent on the Regional Ministry of Education and Universities of the Canary Islands Government (Spain). Its objective is the promotion of the Erasmus+ programme of the EC in our region and it is the link between the educational institutions in the Canary Islands and the body that manages the funding of actions (the SEPIE, our national agency, and the EACEA). Within the Erasmus student mobility for placement projects, our role is to share and facilitate the administrative procedures in order to better match student profiles and educational institutions wishing to host Erasmus students on their placements.

Placements available for Erasmus students

In the Canary Islands, different teaching assistant positions in Primary, Secondary, Vocational Training, Adults and Official Schools of Languages are offered to Erasmus students wishing to do a placement. These placements in educational institutions are mainly teaching-related positions, but students can also combine the teaching activity with administrative tasks. The OPEEC will find the school that best suits.

Amongst the interested educational institutions, there are mainly:

- CEIP (Centro de Educación Infantil y Primaria), that is, Infants and Primary Schools.
- IES (Instituto de Educación Secundaria), that is, Secondary Schools.
- CEPA (Centro de Educación de Personas Adultas), that is, Adult School.
- EOI (Escuela Oficial de Idiomas), that is, Official School of Languages.

Tasks to undertake

In general terms, the Erasmus will assist and collaborate with the team of teachers in their class routines designing and putting into practice activities and communicative situations promoting the improvement of our students' linguistic competence and participate in the different projects running successfully at school, such as CLIL, European Programmes of Education (i.e. Comenius, Grundtvig, or KA1, KA2...), Health, Green Schools, etc. In short, s/he will be involved in the daily life of the educational institution.

Hours per week: Full time (i.e. 26 hours/week maximum at school).

Salary or help towards transport/food, help with accommodation

Schools receive public funding and cannot offer any additional payment. However, in-kind support is provided in terms of help in the search of accommodation and help towards transport and food (some schools have a canteen for the student at no cost or at a very reasonable price). A mentor/tutor shall be appointed, who will be responsible for welcoming the student and assuring his or her integration into the school and local community and this teacher will be key point of contact in the school. S/he will send the Erasmus documentation on the school and the local area, meet and greet the assistant on arrival, allow time to settle in and help in the integration into the local community, amongst other things.

Application procedure

Send your full CV and application letter and specify your desired educational level (Primary, Secondary, Adult or Language School), location (Gran Canaria, Tenerife, El Hierro, Fuerteventura, La Gomera, Lanzarote or La Palma), duration for your placement to Patricia Guerrero at opeec.ceucd@gobiernodecanarias.org and we will find the school that matches best.

EMPLOYER INFORMATION	
Name of institution	Public Educational Institutions in the Canary Islands (i.e., Primary, Secondary, Vocational Training, Adult schools and Official Schools of Languages belonging to the Regional Ministry of Education in the Canary Islands Government)
Complete address	C/ Granadera Canaria, 2, 2º planta 35001, Las Palmas de Gran Canaria
Telephone	0034 928 21 34 07
Fax	0034 928 21 34 87
E-mail	Opeec.ceucd@gobiernodecanarias.org ;
Website	http://www.gobiernodecanarias.org/educacion/opeec
Blog	http://www3.gobiernodecanarias.org/medusa/ecoescuela/opeec/
Short description of the institution	The host institutions are public schools located throughout the seven islands (Gran Canaria, Tenerife, Lanzarote, La Palma, La Gomera, Fuerteventura and El Hierro). These are public institutions providing Primary, Secondary, Vocational Training, Adults schools and Official Schools of Languages. There are different project running, depending on the school. CLIL, European programmes of education, multiculturalty, health, integration are some of them to name but a few. Please contact the OPEEC for further information regarding the description of a specific school.
CONTACT DETAILS	
Contact person for this placement	Patricia Guerrero
Department and designation, job title	Oficina de Programas Europeos de Educación en Canarias
Direct telephone number	0034 928 21 34 07
E-mail address	opeec.ceucd@gobiernodecanarias.org
APPLICATION PROCEDURE	
Who to apply to (including contact details)	
Deadline for applications	None
Application process	Students should send their CV and application letter, explaining their motivation to do a placement at a school.
PLACEMENT INFORMATION	
Department, Function	Different teaching assistant positions in Primary, Secondary, Vocational Training, Adult schools and Official Schools of Languages for Erasmus students. Please contact the OPEEC for further information regarding the description of functions to be carried out at a specific school.
Location	In the Canary Islands Gran Canaria, Lanzarote, Fuerteventura, Tenerife, La Palma, La Gomera or El Hierro
Start Date	2015/2016 academic year
Duration	2-9 months
Working hours per week	Full time
Description of activities,tasks	Generally, s/he will assist and collaborate with teachers in their class routines. The Erasmus trainee will always work with at least one of our teachers. Please contact the OPEEC for further information regarding the description of activities of a specific school.
Accommodation	The school may help to find accommodation, before the arrival of the

	student, or during his/her stay.
Details of financial and “in kind” support to be provided	Schools receive public funding and cannot offer any additional payment. However, some schools have a canteen and transport available for the student at no cost (or at a very reasonable price).
Liability insurance	The trainee must be covered at least by an accident insurance (at least for damages caused to the trainee at the workplace) and by a liability insurance at work (for damages caused by the trainee at the workplace). Please note that upon arrival, the educational institution requires that Erasmus Traineeship grantholders certify that they have taken out these insurances.
COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS	
Languages and level of competence required	They depend on the requirements of a specific school. Generally, educational institutions require the students to have one of the following levels minimum: English or French - B1 Spanish - A2 Please contact the OPEEC for further information regarding the languages and level of competence required from a specific school.
Computer skills and level of skills required	Basic user level
Drivers license	Not necessary
Other	