NEW POSITIONS FOR THE
LANGUAGE AND CULTURE ASSISTANT PROGRAM IN SPAIN FOR AUSTRALIAN
CITIZENS
YEAR 2010-2011

The Spanish Ministry of Education opens new positions for language and culture assistants (English) for Australian citizens for the year 2010-2011. The Australian citizens interested may apply for the complete school year (September-May) or they could also apply for the first semester of 2011, from January to June.

The Education Offices of the Spanish Ministry of Education do not charge any application fees for any service related to the application process in this program. Please contact us if you receive any petition of fees for this service.

GENERAL INFORMATION

Australian language and culture assistants in the program have the opportunity to improve their knowledge of the Spanish language and culture and can also take advantage of their teaching experience in Spain for their future, fostering and promoting intercultural understanding between citizens of Spain and Australia.

At the same time, this program allows Spanish students and teachers of English in Spain the opportunity to study English language in depth and get to know the Australian culture by interacting with Australian native speakers.

In Spain the Ministry of Education and the local education authorities in some Autonomous regions organize teacher training courses for language assistants during the first days of the school year.

I. Requirements

All candidates must:

- be Australian citizens.
- be a junior or senior college student or already in possession of a Bachelor of Arts or Bachelor of Science degree, Master of Arts or Master of Science degree or Ph. D. at the end of the current academic year.
- have an lower intermediate to advanced knowledge of Spanish
- be of sound mental and physical health and must have no limitations that would impair your ability to teach.
- have a clear police record.
- A letter of recommendation written in English or Spanish.
- An essay or statement of purpose, signed and written in English or Spanish, explaining the reasons why the applicant wants to participate in the program.

II. Merits

Candidates may include any of the following merits:

- Prior teaching experience.
- Experience living, working or studying overseas.
- Official Spanish diplomas (DELE or others).
- Knowledge of other languages in addition to English and Spanish.
- Additional degrees other than those required to participate.

III. Teaching Assistants’ duties and obligations in Spain
• The candidates selected will complete their duties as language and culture assistants, working under the supervision and guidance of a classroom teacher at schools throughout Spain.
• The weekly requirement of the assistants is a minimum of 12 class hours (in some regions it could be up to 16 hours), all of which are spent assisting the classroom teacher.
• The scholarship recipient and the classroom teacher (or the institution’s head teacher or Principal) may agree upon other tasks such as attending meetings, giving talks and participating in extracurricular activities, such as field trips, school exchanges, school plays, concerts or sports tournaments.
• The different local education authorities from each Autonomous Region will allocate each assistant in a primary school, secondary college or language school.

IV. Specific conditions of the grant

• A monthly allowance of approximately 720 €.
• Health insurance.
• Initial training course at the beginning of the school year.
• Official certification issued by Spanish educational authorities.
• Paid school holidays: Christmas and Easter.
• All additional expenses (lodging, transportation from and to the country of origin and meals) will be depending on the recipient of the scholarship.

V. Procedure to apply

Applications must be submitted online through PROFEX (www.educacion.es/profex) Please read the PROFEX manual before registering. Candidates must register in the system by clicking on "registro en el sistema" on the PROFEX introductory page. Then complete the required areas.

Upon completion of the application, and before sending it by e-mail, the applicant must print, sign and send a copy of the application page with a current photograph glued to it to the Spanish Education Office at the Embassy of Spain, together with:

○ One copy of a valid passport showing the photograph page.
○ Cover letter, signed and written in English or Spanish, explaining the reasons why the applicant wants to participate in the program and get this scholarship.
○ A letter of recommendation.
○ Original academic transcripts that include course levels, grades and the applicant's major. If the applicant has already obtained a university degree, they should include a copy of this, along with the official academic transcript.

These documents will be scanned and attached in PROFEX.

The Embassy of Spain’s Office of Education in Australia will be responsible for the selection process. Positions will be allocated by local authorities following the order of registration in PROFEX and reception of documents at the Embassy of Spain Education Office in Australia, if all the requirements are correct.

Every applicant that obtains a scholarship will be notified individually by e-mail with the allocation to a specific region in Spain in the weeks following the end of the application period. The lists of the selected candidates will be available in PROFEX at the same time.

Later the Spanish local educational authorities will send a letter of appointment with the name of school where the applicant has been allocated. The scholarship recipients will be asked to provide the Department of Education with a written acceptance or renunciation of the scholarship, which can be faxed or e-mailed within ten days of receiving the acceptance letter.

Application for this program is cost free.
VI. Application dates

MORE INFORMATION

For more detailed information on the program, please go to this web page programa de auxiliares de conversación en España or send an email to spainedu.au@educacion.es

Once our office acknowledges the applicant’s written acceptance of the scholarship, the recipients will be sent instructions to apply for a visa at the consular sections of the Embassy of Spain in Australia.

Consejería de Educación
Embajada de España
15 Arkana Street
YARRALUMLA ACT 2600 AUSTRALIA
Tfno: 61-2-62734291
Fax: 61-2-62734588
e-mail: spainedu.au@educacion.es