



ERASMUS STUDENT PLACEMENT OFFER at SCHOOLS

(Erasmus-Praktikumsangebot an Schulen für Studierende)

Please fill in all fields in English.

Bitte füllen Sie alle Felder in Englisch aus.

SCHOOL INFORMATION (Information zur Schule)	
NAME OF SCHOOL (Name der Schule)	NMSi Kinkplatz
TYPE OF SCHOOL (Schultyp)	General Secondary School (EDU-SCH-Sec) / Allgemeine Sekundarschule (EDU_SCHSec)
PUBLIC or PRIVATE SCHOOL (Öffentliche oder private Schule)	Public
NATIONAL SCHOOL ID CODE (Schulkennzahl)	914042
ADDRESS (Adresse)	Kinkplatz 21
POSTAL CODE (PLZ)	1140
CITY (Stadt)	Vienna
COUNTRY (Land)	Austria
TELEPHONE (Telefon)	00439116343/31
FAX	00439116343/37
E-MAIL	Petra.Mrazek@gmx.at
WEBSITE	http://kmsi-kinkplatz/pages/home.php



NUMBER OF TEACHERS (Anzahl der Lehrer/innen)	28
NUMBER OF PUPILS (Anzahl der Schüler/innen)	228
SHORT DESCRIPTION OF THE SCHOOL (Kurzbeschreibung der Schule)	We are located in the outskirts of Vienna with a very good transport link to the city centre. Our students are between 10 and 14. There are about 19 students per class. They come from diverse backgrounds and we teach students from 16 different nationalities.
OTHER (Sonstiges)	We are happy to answer all questions. Maybe you want to have a look on our webpage.

CONTACT DETAILS (Kontaktinformation)	
CONTACT PERSON (Kontaktperson)	Petra Mrazek
DEPARTMENT/FUNCTION (Abteilung/Funktion)	Head of the English Department
TELEPHONE (Telefon)	00436767635555
FAX	00439116343/37
E-MAIL	Petra.Mrazek@gmx.at
OTHER (Sonstiges)	I will gladly support the language assistant in all matters.



PLACEMENT INFORMATION (Informationen zum Praktikum)	
FUNCTION OF TRAINEE (Funktion der/des Praktikant/in)	Teaching either in project or tandem.
TEACHING SUBJECTS OF TRAINEE (zu unterrichtende Fächer)	Teaching mainly in English or German but also every subject the assistant is interested in.
DESCRIPTION OF ACTIVITIES (Beschreibung der Tätigkeiten) e.g. teaching activities and extracurricular activities (project work, intercultural activities, event organisation etc.)	We are flexible. We take part in a Comenius project.
DURATION (Dauer)	3-6 months. It depends on the assistant.
WORKING HOURS PER WEEK – FULL TIME¹ (Arbeitszeit pro Woche - Vollzeit) ²	21 teaching hours, 11 preparation hours and organizational activities if necessary.
TEACHING LANGUAGE (Unterrichtssprache)	German/English as a foreign language
CITY (Stadt)	Vienna, 14 th district
ACCOMODATION (Unterkunft)	We will be happy to find an accommodation but we can not provide one.
WE CAN HELP TO FIND ACCOMODATION (Hilfe bei der Suche einer Unterkunft möglich)	Yes.
PAYMENT OR OTHER BENEFITS (Bezahlung oder andere Vergütungen)	Unfortunately we do not have any budget for payments but we always have great breakfast at school.
OTHER (Sonstiges)	

¹ The training program is supposed to be a full time activity. The working hours should be a full time equivalent according to the national employment law for teachers. The working hours can include teaching hours, preparation work, administrative and organisational activities of the trainee.

² Das Praktikum ist eine Vollzeitaktivität. Das Stundenausmaß muss gemäß des nationalen Arbeitsrechts für Lehrer/innen einer Vollzeitbeschäftigung entsprechen. Zu den Arbeitsstunden können Unterrichtsstunden, Vorbereitungsstunden, administrative und organisatorische Tätigkeiten der Praktikantin/des Praktikanten zählen.



REQUIREMENTS (Anforderungen)	
ORAL AND WRITTEN LANGUAGE SKILLS (Sprachkenntnisse – mündlich und schriftlich)	B2-C2
COMPUTER SKILLS (PC-Kenntnisse)	Would be nice but not a necessity.
DRIVING LICENSE (Führerschein)	No
OTHER (Sonstiges)	Must like teaching, be fond of children, have a good sense of humour

OTHER (Sonstiges)	
DOCUMENTS TO BE SUBMITTED (Zu übermittelnde Dokumente) e.g. CV, letter of motivation, records etc.	CV, letter of recommendation
APPLICATION DEADLINE (Bewerbungsfrist)	15th January 2015