



# 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.

<b>SCHOOL INFORMATION</b> (Information zur Schule)	
<b>NAME OF SCHOOL</b> (Name der Schule)	BG Tanzenberg
<b>TYPE OF SCHOOL</b> (Schultyp)	<b>General Secondary School (EDU-SCH-Sec) / Allgemeine Sekundarschule (EDU_SCHSec)</b>
<b>PUBLIC or PRIVATE SCHOOL</b> (Öffentliche oder private Schule)	Public School
<b>NATIONAL SCHOOL ID CODE</b> (Schulkennzahl)	205036
<b>ADDRESS</b> (Adresse)	Tanzenberg 1
<b>POSTAL CODE</b> (PLZ)	A-9063
<b>CITY</b> (Stadt)	Maria Saal
<b>COUNTRY</b> (Land)	Austria
<b>TELEPHONE</b> (Telefon)	0043 4223 2209
<b>FAX</b>	0043 4223 2209 5
<b>E-MAIL</b>	bg-tanzenberg@lsr-ktn.gv.at
<b>WEBSITE</b>	www.tanzenberg.at



<b>NUMBER OF TEACHERS</b> (Anzahl der Lehrer/innen)	60
<b>NUMBER OF PUPILS</b> (Anzahl der Schüler/innen)	600
<b>SHORT DESCRIPTION OF THE SCHOOL</b> (Kurzbeschreibung der Schule)	<p>The BG Tanzenberg is a grammar school for students from 10 to 18. The final exam is the "Matura" at the age of 18. Our students learn English from the age of 10, Latin from the age of 12 and Italian from the age of 14.</p> <p>Other subjects taught: German, Maths, Biology, Chemistry, Geography, History, Art, Physical Education, IT, Religion, ...)</p> <p>The school is situated near Klagenfurt and looks like Hogwarts ;) Klagenfurt is a beautiful city on a lake in the very South of Austria.</p>
<b>OTHER</b> (Sonstiges)	It is the first time that this school takes part in the Erasmus+ programme and we are very much looking forward to reading your application.

<b>CONTACT DETAILS</b> (Kontaktinformation)	
<b>CONTACT PERSON</b> (Kontaktperson)	Mag. Sigrid Weitensfelder
<b>DEPARTMENT/FUNCTION</b> (Abteilung/Funktion)	language teacher (English and Italian)
<b>TELEPHONE</b> (Telefon)	0043/676/4989210
<b>FAX</b>	-
<b>E-MAIL</b>	sigrid.weitensfelder@gmx.at
<b>OTHER</b> (Sonstiges)	



<b>PLACEMENT INFORMATION</b> (Informationen zum Praktikum)	
<b>FUNCTION OF TRAINEE</b> (Funktion der/des Praktikant/in)	language assistant (accompanying other teachers to class, doing short activities, doing preparation work, organisational and administrative work)
<b>TEACHING SUBJECTS OF TRAINEE</b> (zu unterrichtende Fächer)	English or Italian (depends on mother language either English or Italian)
<b>DESCRIPTION OF ACTIVITIES</b> (Beschreibung der Tätigkeiten)  e.g. teaching activities and extracurricular activities (project work, intercultural activities, event organisation etc.)	teaching activities, projects, helping teacher with their administrative work, speaking activities with students
<b>DURATION</b> (Dauer)	9 1/2 months (mid September to end of June) but also shorter periods are possible!
<b>WORKING HOURS PER WEEK – FULL TIME<sup>1</sup></b> (Arbeitszeit pro Woche - Vollzeit) <sup>2</sup>	30 hours (15 hours lessons, 5 hours projects, 10 hours preparation, organisational and administrative work)
<b>TEACHING LANGUAGE</b> (Unterrichtssprache)	English or Italian
<b>CITY</b> (Stadt)	Tanzenberg near Klagenfurt
<b>ACCOMODATION</b> (Unterkunft)	St. Veit/Glan or Klagenfurt
<b>WE CAN HELP TO FIND ACCOMODATION</b> (Hilfe bei der Suche einer Unterkunft möglich)	Yes, of course.
<b>PAYMENT OR OTHER BENEFITS</b> (Bezahlung oder andere Vergütungen)	You could offer private tutoring to students for extra payment - the school has a board where you could inform students about this possibility.
<b>OTHER</b> (Sonstiges)	

<sup>1</sup> 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.

<sup>2</sup> 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 Praktikant/in zählen.



<b>REQUIREMENTS (Anforderungen)</b>	
<b>ORAL AND WRITTEN LANGUAGE SKILLS</b> (Sprachkenntnisse – mündlich und schriftlich)	We are looking for two assistants: <ul style="list-style-type: none"><li>- mother tongue English (C1-C2)</li><li>- mother tongue Italian (C1-C2)</li></ul>
<b>COMPUTER SKILLS</b> (PC-Kenntnisse)	Would be welcome but not mandatory.
<b>DRIVING LICENSE</b> (Führerschein)	Not required.  The school is easily reachable by public transport or teachers take you to school.
<b>OTHER</b> (Sonstiges)	

<b>OTHER (Sonstiges)</b>	
<b>DOCUMENTS TO BE SUBMITTED</b> (Zu übermittelnde Dokumente)  e.g. CV, letter of motivation, records etc.	CV and letter of motivation.  Hopefully you are interested in a skype interview as well
<b>APPLICATION DEADLINE</b> (Bewerbungsfrist)	May 10th to July 4th 2014