

**Erasmus+ Programme**

**Key Action 1 – Higher Education**

**Students Mobility for Traineeship**

**Hosting SCHOOL**

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| **SCHOOL INFORMATION** | |
| Name of the school | ITCG „A.Baggi” |
| Address inc post code | Viale San Luca 15, 41049 Sassuolo (MO) - Italy |
| Telephone | 0039 0536 803122 |
| Fax | 0039 0536 807261 |
| E-mail | baggi@itcgbaggi.com |
| Website | www.itcgbaggi.it |
| Number of employees | 102 |
| **CONTACT DETAILS** | |
| Contact person for this traineeship | Ms Daniela Degli Esposti |
| Department and designation, job title | Teacher, English Department |
| Direct telephone number | 0039 329 0159173 |
| E-mail address | danidegli@libero.it |
| **APPLICATION PROCEDURE** | |
| Who to apply to (including contact details) | Ms Lorella Marchesini, Headmistress  [preside@itcgbaggi.com](mailto:preside@itcgbaggi.com) |
| Deadline for applications (if any) | No real deadline, though we can guarantee a longer traineeship if we receive applications before the second week of September 2014. |
| Application process | Applicants will email their CVs and application letters to one of the above addresses; reference letters, though not necessary, will be appreciated.  All documents will be examined by a committee of teachers headed by the Headmistress. Professional skills and competences, as indicated in the following, will be taken into consideration, together with any information the applicant will consider relevant to the position. If necessary, further information or clarifications may be required before a decision is made.  All applicants will receive a reply via email. |
| **TRAINEESHIP INFORMATION** | |
| Subject area (languages; education; mathematics...) | Languages.  A special priority is given to English, followed by French and German. Spanish might be considered as an option, better if associated to one of the above.  Competences in specific subjects, such as Economics, Law, Design and Technology will be appreciated, as they could help in the planning of CLIL modules improving our students’ professional skills |
| Location | ITCG Baggi - Sassuolo (MO) - Italy.  Our Institute is a high school with pupils aged 14-19, specialising in two main areas, finance/marketing and building technology.  The school is easy to reach on foot from the town centre, and well connected to neighbouring towns via public transport. The distance from the University of Modena and Reggio Emilia (UNIMORE) is about 30 minutes by train. |
| Start Date | First week of October 2014. Our dates are flexible and can be negotiated. |
| Duration | 20-25 weeks (end of May). Shorter periods may be considered. |
| Working hours per week | 12-18, including 1 hour weekly tutoring |
| Description of activities,tasks | The Trainee will work with the L2 teachers (English, French or German).  His/her main task will be to improve students’ fluency in the spoken interaction, through conversations, video watching and reading activities.  He/she may help students who are preparing International certification exams (Trinity, Delf, etc).  He/she may help in the planning and implementation of CLIL modules in core professional subjects as specified above.  He/she will encourage students’ awareness of a wider European dimension and an international community, by presenting relevant aspects of his/her country of origin, sharing some of the activities of ongoing European projects (Comenius Partnership), and maybe helping start an e-Twinning project. |
| **COMPETENCES REQUIRED** | |
| Languages and level of competence required | One, or more, of the following languages:  English - our top priority.  French, German  Spanish may be considered, though it is not part of our school curriculum.  For all these languages we require a very high level of competence, C1 or C2 of the European Framework.  Special consideration will be given to native speakers’ applications;  L2 teachers or teacher trainees will be accepted, especially if they come from one of the countries of our Comenius Partnership (Germany, Poland, Slovakia).  Competence in professional subjects (business or technology) to be taught in a foreign language will be particularly appreciated. |
| Computer skills and level of skills required | Basic IT skills are necessary, though surely part of all applicants’ CVs.  More specific programming skills, especially associated with business administration, will be highly appreciated, as IT is part of the core curriculum of all our courses.  Knowledge of design software, such as CAD programmes, will be highly useful in the Building Technology course |