

Placement Offer Form

In a French secondary school

A compléter en anglais et à renvoyer au plus tard le 15/04/14 à l'adresse suivante (avec la mention « offre de stage secteur scolaire »):

erasup@2e2f.fr

SCHOOL INFORMATION	
Name of organization	Lycée de Cornouaille (Head : Mr JOSSE)
Address	8 avenue des Oiseaux B.P. 10303
Postal Code	29191
City	QUIMPER CEDEX
Country	FRANCE
Telephone	0033 (0)2 98 65 80 80
Fax	02 98 55 59 01
E-mail	Ce.0290098z@ac-rennes.fr
Website	www.lyceedecornouaille.fr
Size of organization [nr of employees]: small (≤ 50), medium (51-250), large (> 250)	Medium (80 staff)
Short Description of the school	The school is a large secondary school with a Sixth Form welcoming pupils aged 15-21 ; it also offers post A-level classes in business and management studies on the one hand and humanities , literature and arts on the other .

CONTACT PERSON DETAILS	
Name	Miss Veronique Conq
Department / Function	English teacher
Direct telephone number	0033 (0)2 98 54 57 90
Direct mobile	0033 (0)7 80 08 23 63
Direct e-mail address	Veronique.Conq@ac-rennes.fr

PLACEMENT INFORMATION	
Department / Function	English department / language assistant
Description of activities	The assistant will be asked to work with individuals or small groups of students , in various projects ranging from helping with individual exam rehearsal or conversation to complementing the English teachers' lessons with additional exercises prepared either with the teachers or alone.
Duration and period	We would like to benefit from the assistant's presence for as long as possible between roughly mid-September to mid- May. The assistant will not be working during the official school holidays. We are flexible as regards the duration of her/his stay.
Working hours / Weekly working hours	We would like the assistant to work with the English team for at least 12 hours a week (contact time) and a further 15 hours for preparations or as much as his/her contract would allow. This is an average since the time table (contact time) could vary from week to week according to our needs.
City	Quimper is a small historic city (65.000 inhabitants) in Brittany, on the North West Coast of France.
Help with finding accommodation	The school is a boarding school which can accommodate all language assistants (studios with cooking facilities + launderette service); we offer FREE lodgings - there is also a self-service restaurant on site.
Other	<p>Help and advice will be provided by a supportive team of English teachers so that the assistant feels at ease in their new environment and job.</p> <p>The town centre is within walking distance from the school and there are bus stops just outside the school.</p>

REQUIREMENTS	
Oral and written language skills	A very reliable standard of English is required to be able to assist the students with their English .
Field of study	<p>The English-speaking world : language , culture and topical issues</p> <p>European cooperation : exchanges , culture and issues.</p>
Computer skills	Basic computer skills are required to work with students in computer rooms or to prepare lessons.
Other	<p>We would like a dynamic assistant who is able to show initiative, make suggestions and possibly create after-school clubs.</p> <p>In the past we valued the work of assistants who wished to pursue a teaching career since they were keen to share information and compare European educational systems .</p>

Le Proviseur
10/04/2014

