

# Placement Offer Form

**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](mailto:erasup@2e2f.fr)

SCHOOL INFORMATION	
Name of organization	Lycée des Métiers Jules Le Cesne
Address	33 rue de Fleurus
Postal Code	76600
City	Le Havre
Country	France
Telephone	+33235224131
Fax	+33235211217
E-mail	<a href="mailto:0760062e@ac-rouen.fr">0760062e@ac-rouen.fr</a>
Website	<a href="http://lecesne-lyc.spip.ac-rouen.fr/">http://lecesne-lyc.spip.ac-rouen.fr/</a>
Size of organization [nr of employees]: small ( $\leq 50$ ), medium (51-250), large ( $> 250$ )	Medium - around 100 employees
Short Description of the school	<p>The Jules Le Cesne school is a vocational and technological school of the hotel business and the services. It consists of 3 entities: a training school (hotel business and hairstyle), a vocational and technological school (hotel business, hairstyle, business an fashion) and a training center for adults (hotel business).</p> <p>One of the most important working axes in this school is the European opening and that since 2008. Indeed, the school participates in various programs of European mobility: 3 Multilateral Comenius projects, 5 Leonardo Mobility projects and a Leonardo Partnership project. Moreover the Jules Le Cesne school welcomes foreign assistants (English and German) in the program of educational cooperation and an Comenius assistant. The Le Cesne school organizes for several years the placement in hotels and restaurants and pupils' follow-up of partner schools (Portugal, Poland, Slovakia and soon Germany)</p>

CONTACT PERSON DETAILES	
Name	Benedicte Dumouchel
Department / Function	ERAEI

Direct telephone number	
Direct mobile	+33689247276
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PLACEMENT INFORMATION	
Department / Function	Foreign languages and gastronomy
Description of activities	<p>The assistant will help the professors of foreign languages- English, German or Spanish - in the educational tasks. He will set in charge groups of pupils either more low or more advanced, or prepare them for an European mobility (Training in a company). He can intervene in the trainings of continuous speaking and in interaction as well as in the preparation for the orals of examinations. He will intervene as well within the framework of the multilateral european projects as it is at the level of the preparatory activities and the comment mobility that during the mobilities.</p> <p>He can also present the culture of its country of origin in various classes. We would also like that the assistant brings a help as for the use of ICTS(INFORMATION AND COMMUNICATION TECHNOLOGIES) in language courses. Considering the fact that our establishment participates in 2 european projects, we would like that the assistant brings a linguistic help to teaching staffs by becoming integrated actively into the various projects (communicate by e-mail with the partners, prepare the diverse activities bound(connected) to these projects the themes of which are the hotel business, the gastronomy and the European traditions.)</p> <p>A big part of these activities will be made within the framework of language courses with the pupils already involved in these projects or wishing to make their internship abroad !</p> <p>We want to propose an introductory course of conversation in the mother tongue of the assistant for the pupils and/or the interested professors. Furthermore, if the assistant is native of one of the partner countries in our various projects of European mobility he can prepare effectively the pupils for culture, life, traditions ....</p>
Duration et period	6 months
Working hours / Weekly working hours	12/14 hours in the week
City	Le Havre
Help with finding accommodation	<p>Help to find a furnished apartment</p> <p>Our school proposes various services in reasonable prices :</p> <ul style="list-style-type: none"> <li>• Take away (meals)</li> <li>• Wash and dry cleaning</li> <li>• Hair dresser</li> </ul>

Other	Our school is near the city center and our city is situated at 2 hours of train of Paris
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<b>REQUIREMENTS</b>	
Oral and written language skills	Our school wants an assistant who has good language skills in one of the three in school taught languages (English, German or Spanish) or in French but we are totally open and we think it could be a very nice opportunity if the assistant will come from other countries of the EU
Field of study	Foreign languages /Gastronomy and catering
Computer skills	Good
Other	