**Erasmus Student Work Placement**

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| **EMPLOYER INFORMATION** |
| Name of organization | Česká škola Madrid |
| Address incl. post code | C/ Fernán González, 38, 2D |
| Telephone | 0034 654142028 |
| E-mail | ceskaskolamadrid@hotmail.com |
| Website | www.ceskaskolamadrid.es |
| Short description of the company | The Czech School of Madrid teaches children of all ages and origins to speak, sing, read, write and think in Czech, as well as explore the culture, heritage and history of the Czech Republic. The School was founded in May 2012 and began serving students 18 months to 15 years of age and adults (Czech language for adults). The school offers many educational and cultural events associated with exploring Czech traditions, not only to our students and their families, but also to all interested public. |

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| **CONTACT DETAILS** |
| Contact person for this placement | Mgr. Soňa Klimešová |
| Department and designation / job title | President  |
| Direct telephone number | 0034 654142028 |
| E-mail address | sklimesova@gmail.com |

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| **PLACEMENT INFORMATION**  |
| Department / Function | Teacher training with children or adults  |
| Description of activities | Czech language teaching bilingual Czech-Spanish children (preschool and school age)Teaching in group or individually (tutoring of children) Possibility of Czech language teaching adults Cooperation in preparing school complementary and extra-curricular activitiesCooperation in preparing presentation materials |
| Location  | Madrid |
| Duration  | 5-10 months |
| Working hours per week | 30 hours per week  |
| Accommodation | private |
| Details of financial and “in kind” support to be provided | Financial support from Erasmus grant  |
| Other |  |

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| COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS  |
| Languages and level of competence required | Knowledge of the Spanish language (medium level) is an advantage, not a requirement |
| Computer skills and level of skills required | We would greatly appreciate knowledge of administering the website, social media and editorial experience |
| Drivers license | no |
| Other | Experiences with Czech language teaching is an advantage |

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| **INFORMATION PROVIDED BY** |
| Name | Soña Klimešová |
| Department / Function | President |
| E-mail address | ceskaskolamadrid@hotmail.com |
| Phone number(s) | 0034 654142028 |
| Date | 22.4.2016 |