



SUMMER PLACEMENT OPPORTUNITY at the UNIVERSITY OF BIRMINGHAM, UK

With an aim to advance the institutional collaboration of European Universities, the Department of English Studies, FF JU has negotiated **two** Erasmus+ placement opportunities at the University of Birmingham, UK.

The placements are open to:

- MA students studying to qualify as teachers of English
- MA in TEFL graduates (within 1 year of completing their studies)
- Students planning to continue their MA in teaching

POSITION: Classroom/Administrative Assistant on Pre-sessional English Programme

JOB ROLE: To assist the university staff in teaching and administering the English to international students programme. The postholder will be provided with an opportunity to attend teaching observations and BIA CPD sessions.

PROSPECTIVE CANDIDATES:

- Excellent communication and language skills (incl. English at C2 CEFR)
- Strong administrative and team-working skills
- Passionate about teaching, positive work attitude

DURATION: 10 weeks, **13th July - 7th September 2020** (56 days)

FUNDING:

- 660EUR/month from the Erasmus+ Work Placement funds to cover travel and subsistence expenses
- Accommodation at the University of Birmingham halls of residence with an ensuite room and a kitchen shared with other international students. The University of Birmingham has agreed to pay the accommodation costs, a value of 1000GBP/placement candidate

HOW TO APPLY:

- If you are interested in this offer, please email Dr Helena Lohrova (hlohrova@ff.jcu.cz)
- Send an electronic copy of your **CV and motivational letter** in English, **deadline 31st December 2019**
- Successful applicants will be invited to an interview with the Programme Manager, Ian Martin, during his visit to the School of Arts, University of South Bohemia in České Budějovice in early 2020.
- View this link for details of the University of Birmingham <https://www.birmingham.ac.uk/index.aspx> and this link for the Birmingham International Academy <https://www.birmingham.ac.uk/International/bia/index.aspx> where the placement will be undertaken.