



Erasmus+ Traineeship at the

VNIVERSITAT DE VALÈNCIA



One of our three campuses



One of our language learning centres

EMPLOYER INFORMATION

Name of organisation	Servei de Llengües i Política Lingüística de la Universitat de València
Address	Carrer del Serpis, 29, 2a, 46022 València
Telephone	+34 96 393 71 60
E-mail and website	llengues@uv.es www.uv.es/llengues
Short description	The University of Valencia Languages Service's mission is to support the normal use of Catalan, the local and official language of Valencia and this university; and to promote the knowledge of foreign languages. It offers language-learning services at its three centres, including a library, courses, conversation groups, one-on-one tutorials and cultural and promotional activities.

CONTACT DETAILS

Contact person	Graeme Berman English language specialist, Languages Service
Contact details	+34 96 354 40 80 splangles@uv.es



PLACEMENT INFORMATION

Description	<p>We are looking for 5 candidates for a traineeship placement at our language learning centres. The placement will consist of:</p> <ul style="list-style-type: none"> • Leading conversation groups at our language learning centres. • Correcting and/or producing language-learning material. <p>2 trainees to do these activities in English; 1 in French; 1 in German; and 1 in Italian.</p>
Workplace	Language learning centres (CAL) on Blasco Ibáñez Campus, Burjassot Campus and Els Tarongers Campus. <i>Distance mobilities</i> are not possible.
Location	Valencia, Spain
Duration	9 months (1.9.25–31.5.26). Exceptionally, we may accept shorter stays.
Working hours	30 hours a week (Monday to Thursday), of which approx. 8–16 hours dedicated to leading conversation groups.
Working languages	Catalan is our working language. All teaching activities conducted by the trainee will be in the target language (i.e. English, French, Italian or German). Day-to-day support will be in English, French, German, Catalan or Spanish, as appropriate.
Accommodation	Student to make own arrangements. We will send you a helpful guide!
Financial support	650 euros/month (approx. 550 euros after tax); payable <i>in addition</i> to the Erasmus+ Traineeship grant (amount depends on sending country, approx. 450–650 €/month) or similar funding via a mobility programme offered by the sending institution prior to the commencement of the traineeship.
Training	Training as a conversation group leader. Catalan language training available at all levels. Day-to-day tutoring by a language specialist at the CAL.
Optional activities	Discounted or free activities organised by our service are open to you, including language exchanges and conversation groups in other languages, cultural visits and promotional events. Activities offered by other services may require a fee.
Advice for successful candidates	<p>Before UV financial support can begin, you must obtain an ID number in Spain.</p> <p>We will help you, but strongly recommend successful candidates come to Valencia early, to find accommodation and complete the paperwork on time.</p>



PRACTICAL DETAILS

Liability insurance Upon arrival, the UV requires trainees certify they – or their home universities on their behalf – have taken out accident and civil liability insurance covering injury to the trainee and civil liability for bodily or material harm caused involuntarily to third parties during the period. The risks to be covered are:

- civil liability for bodily or material harm caused involuntarily to third parties during the period to at least 60,000 euros
- death or injury (to at least 6,000 euros)
- repatriation in case of death (unlimited cover)
- health transport in case of accident or grave illness (unlimited cover)
- transport of relative in case of hospitalisation (unlimited cover)
- and medical costs (to at least 30,000 euros).

This cover is available from various insurers and costs around 160 euros.

Health and safety Full information regarding statutory health and safety plan is available at [www.uv.es/sssqa/general/Pla de Prevencio.pdf](http://www.uv.es/sssqa/general/Pla_de_Prevenccio.pdf)

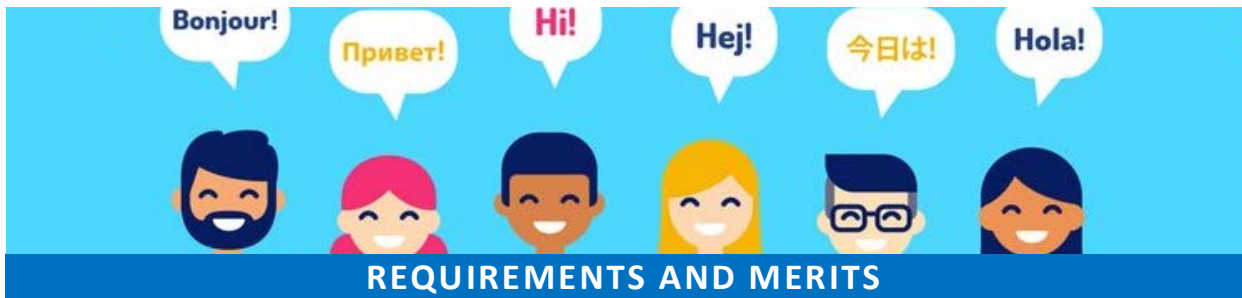
Trainee status Trainee staff are not eligible for certain discounts offered only to Erasmus students, including on Spanish classes. The additional remuneration we offer seeks to compensate any resulting extra costs. Trainees will receive a university card granting access to library and other services.

Non-Erasmus mobility Students unable to access Erasmus+ funding can become trainees using similar mobility programmes, such as the [Turing programme](#), providing they are within the framework of mobility agreements signed by Spain or our university.

Non-EU/EEA citizens Once the learning agreement is signed, we apply for authorisation so you can then apply for a trainee visa, *before arrival*. This takes at least 4 months. [+info](#)

You will need to meet further requirements, which incur additional costs:

- A passport valid for at least a year and EHIC or similar health cover.
- Proof of enrolment (or recent graduation) in higher education studies in modern languages or teaching and a criminal record check certificate (in the UK, apply via [ACRO](#)), which must be sworn-translated and legalised. [+info](#)
- For stays of +6 months, apply for a foreign student card upon arrival. [+info](#)



REQUIREMENTS AND MERITS

Requirements Target language of the conversation groups (native or C2 language certificate).
Candidates must be at least 18 when starting the traineeship.

Computer skills User level

- Merits**
- Knowledge of Catalan, Spanish and other languages
 - Modern language studies at degree level
 - Teacher training and leadership skills
 - IT skills
 - Experience with language teaching, group work or work placements abroad



APPLICATIONS

Please send us your CV (and optionally, a cover letter) to one of the following addresses:

English: splangles@uv.es Graeme Berman

German: splalemany@uv.es Guillem Calaforra

French: splfrances@uv.es Núria Plot

Italian: splitalia@uv.es Maria Sirera

Applications welcome at any time. For the deadline, please consult the coordinators of each language.



The City of Arts and Sciences, one of the many attractions in the city of Valencia