



Lifelong Learning Programme



# ERASMUS STUDENT - WORK PLACEMENT

## Portugal | University of Évora

### SEPT. 2013 to JAN 2014

#### EMPLOYER INFORMATION

Name of organization	<b>Universidade de Évora</b>
Address inc post code	ESESJD.UÉ - Largo Sr. da Pobreza, 7000-811, Évora
Telephone	00351 266730300
Fax	00351 266730350
E-mail	<a href="mailto:esesjd@uevora.pt">esesjd@uevora.pt</a> ;
Website	<a href="http://www.esesjd.uevora.pt/">http://www.esesjd.uevora.pt/</a> ; <a href="http://www.uevora.pt/">http://www.uevora.pt/</a>
Number of employees	1,000 approx.
Short description of the institution/ Company	<p>The University of Évora is a public Institution of Higher Education whose origin dates back to 1559. After being closed in the 18th century, the university reopened in 1979. At the present time, it is organized in departments which are grouped in schools related to specific scientific domains, such as Arts, Social Sciences, Technology Sciences and Health.</p> <p>Please check the following website <a href="http://www.ip.uevora.pt/en/information_about_institution/general_description_of_university">http://www.ip.uevora.pt/en/information_about_institution/general_description_of_university</a> for further information.</p>

#### CONTACT DETAILS

Contact person for this placement	Nuno Teixeira Antunes
Department and designation / job title	Nursing School - University of Evora / Head of Administrative Staff
Direct telephone number	00351 266730300
E-mail address	<a href="mailto:nmta@uevora.pt">nmta@uevora.pt</a>

#### Application Procedure

Reference	<b>ESE_01</b>
Who to apply to (including contact details)	Nuno Antunes - <a href="mailto:nmta@uevora.pt">nmta@uevora.pt</a> ; <a href="mailto:lspg@uevora">lspg@uevora</a>
Deadline for applications	Please send your application by Monday, July 8 <sup>th</sup> 2013

Application process	Please email your CV and a cover letter to the email address above. Please refer <b>ESE_01</b>
Other	The selected candidate will be informed by 15 <sup>th</sup> of July. Pre-selected candidates may be asked to go through an online streaming video interview process.

**PLACEMENT INFORMATION**

Department / Function	Nursing School of Évora   <b>English Language Trainer</b>
Number of Places	2 [Two]
Description of activities	<p>The aim of this placement is to provide the opportunity of teaching English as a foreign language to adult professionals, e.g. nursing teachers/researchers and administrative staff, in an institution of higher education whose main language is Portuguese. These professionals need to learn English for the eventual use in teaching lectures and for administrative contacts outside Portugal.</p> <p>We hope to create two groups of approximately 15 individuals at a Beginner level (A1/A2) and an Intermediate level (B1/B2). The objective of the lessons is to have the students develop their knowledge of English so they can proceed to the next level on the European Self Assessment Grid.</p> <p>The lessons must encourage students to communicate with each other, using the structures and specific vocabulary they have learned and to improve the four basic language skills: listening, speaking, reading and writing.</p> <p>Activities may include:</p> <ul style="list-style-type: none"> <li>• Group management, planning, preparing and providing lessons to the identified groups, especially Nursing teachers.</li> <li>• Preparing and setting tests, examination papers and exercises.</li> <li>• Marking and providing appropriate feedback on oral and written work.</li> <li>• Devising, writing and producing new materials.</li> <li>• Attending and contributing to training sessions.</li> </ul> <p>Lessons should emphasize role-playing and dialogue, but more formal exercises, language games and literature are also important.</p> <p>The lessons will be supervised by an English Teacher of the Department of Linguistics and Literatures of the University of Évora.</p>
Location	Nursing School of University of Évora, Évora [PT] Address: Largo Sr. da Pobreza, 7000-811, Évora

Start Date	<b>Position available from 16<sup>th</sup> Sep 2013</b>
Duration	4,5 months. Flexible. [from 16 <sup>th</sup> Set 2013 to 1 <sup>st</sup> Feb 2014]
Working hours per week	17,5 hour /week. Monday to Friday, according to academic calendar. The schedules of the training sessions will be arranged ad-hoc, with the participants
Accommodation (please select)	<input type="checkbox"/> Accommodation will be provided <input checked="" type="checkbox"/> We can assist with finding accommodation <input type="checkbox"/> Student to make own arrangements
Details of financial and "in kind" support to be provided	No grant.
Other	

### COMPETENCES, SKILLS and EXPERIENCE REQUIREMENTS

Languages and level of competence required	<p>Very Good/Excellent written and spoken English; certified language proficiency exam and qualification (such as IELTS, TOEFL, Cambridge ESOL CAE or CPE) is required from non-native applicants.</p> <p>Preference to:</p> <ul style="list-style-type: none"> <li>- English as native language or near-native competence</li> <li>- At least 1 (one) year of experience teaching English as a foreign/second language</li> <li>- Undergraduate or Post-Graduate course in English Language and/or Linguistics</li> </ul> <p>Additional experience in teaching English for specific purposes (ESP) in biomedical areas, such as nursing, a plus.</p>
Computer skills and level of skills required	Not applicable
Drivers license	Not necessary
Other	Skills required: good written communication; good verbal communication; flexibility and willingness to engage in a variety of student levels in groups.

### INFORMATION PROVIDED BY

Name	Nuno Teixeira Antunes
Department / Function	Head of Administrative Staff of the Nursing School of the Univ. of Évora
E-mail address	<a href="mailto:nmta@uevora.pt">nmta@uevora.pt</a>
Phone number(s)	00351 266730300
Date	31 <sup>th</sup> May 2013